

## **The Outdoor Ed School – Spratts Down Woodland Site – Risk Assessment**

This document will highlight the hazards for taking part in activity sessions with The Outdoor Ed School at Spratts Down Woodland and the actions which will be taken to reduce the risk of those hazards.

The instructor providing this session will have a current DBS, first aid qualification, and would have completed the relevant activity sign off assessment.

The instructor will provide first aid in line with their first aid training.

As part of the induction process, the instructor is required to read through the following documents, standard operating procedures (SOP), emergency action plan (EAP), code of conduct, safeguarding policy, and the relevant activity risk assessments (RA).

The instructor will provide all activities in line with the policies and statements found in The Outdoor Ed School's SOP, EAP, and this RA to create a safe, fun, and educational experience for the participants.

Prior to the activities taking place the instructor will walk around the site to look for any new hazards such as fallen trees, hanging dead wood, etc.

This document has been produced using the relevant national governing body guidance and the advice of industry professionals.

This document will be amended and reviewed as needed.

If you have any questions about the information contained in this document, please contact Dan Pritchard directly on 07513783253.

## Spratts Down Woodland:



The above Google map image shows you the area of Spratts Down woodland that The Outdoor Ed School uses to provide a range of outdoor activities.

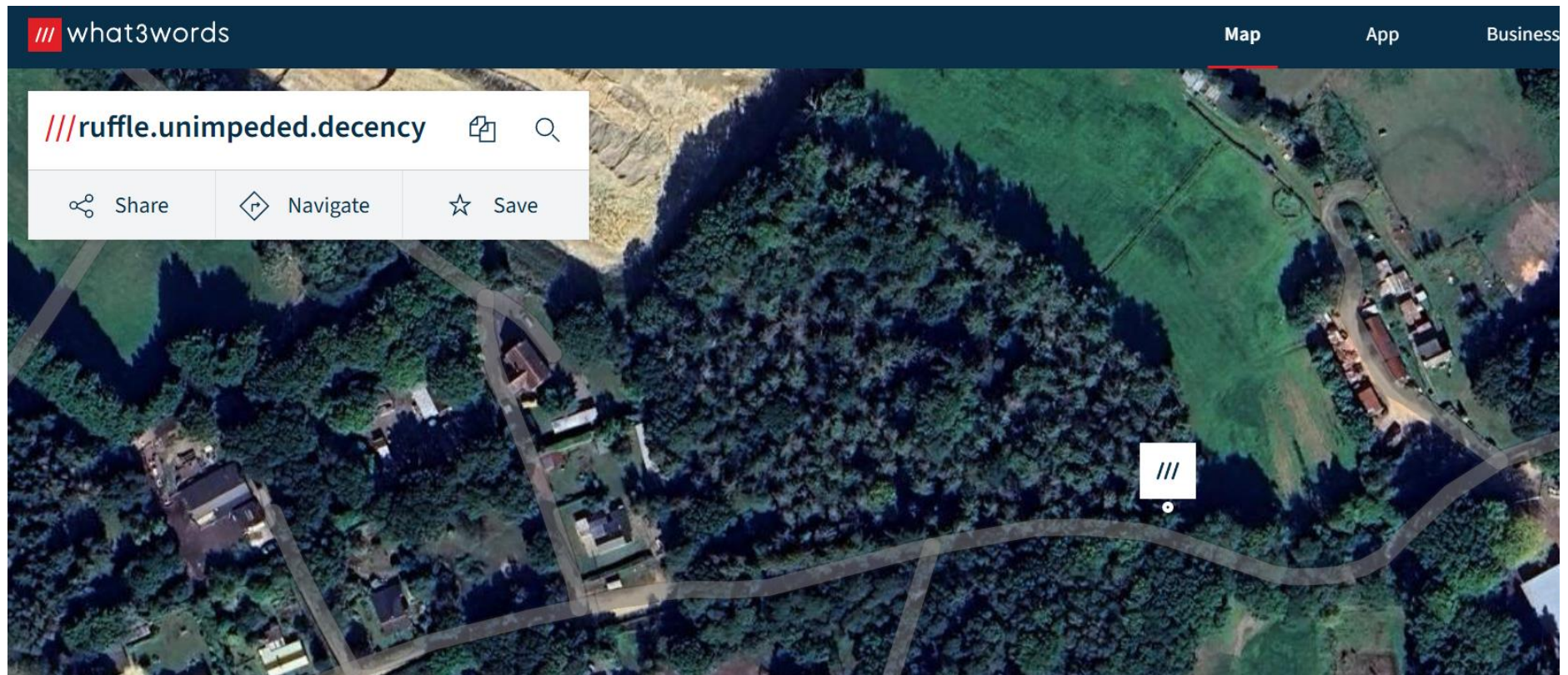
Three sides of the woodland have a fence which marks out the boarder these are highlighted in red.

The boarder highlighted in orange has a large mound which marks out the boarder.

The entrance and exit to the site is highlighted in yellow, there is a small carpark located by the entrance of the site.

The green line marks out an access track which can be used by emergency services if required.

## Spratts Down Woodland W3W:



The what 3 Word's for the entrance of our site is: ruffle.unimpeded.decency

<https://w3w.co/ruffle.unimpeded.decency>

## **Spratts Down Woodland Address:**

### **Address:**

Spratts Down, Stanswood Road, Fawley, Southampton, SO45 1BU.

### **Additional directions:**

Follow the Fawley By-pass B3053 towards Calshot.

Turn right onto Stanswood Road.

Take the first righthand turn down Spratts Down track.

Follow the track for 200 metres.

You will then see The Outdoor Ed School site on your righthand side.

<b>Hazard:</b>	<b>Who is at risk:</b>	<b>Actions to reduce risk:</b>
Slips, Trips, and Falls	Instructors & Participants	<ul style="list-style-type: none"> <li>- The instructor will complete a pre-use check on all activity equipment and activity area.</li> <li>- If they identify any hazards like uneven ground, they will inform the participants as part of their activity brief.</li> <li>- The activity area must meet the required sizes stated in our 'activity station set up' document.</li> <li>- We do not recommend running in any activity but there is a strict no running rule in activities such as archery and axe throwing.</li> <li>- Within the booking confirmation email participants will be asked to wear suitable footwear which must be close toed.</li> <li>- The activity will be supervised by an instructor throughout.</li> <li>- The instructor will adapt the session delivery to fulfil the group's needs.</li> </ul>
General Public entering activity area.	Public	<ul style="list-style-type: none"> <li>- Spratts Down woodland can only be accessed through a gate marked in yellow on the google maps image.</li> <li>- Most activity areas such as laser tag, archery, axe throwing, and pioneering will be marked out using signs and/or lines. Please refer to the 'activity station set up' document.</li> <li>- If someone enters the activity area, the activity will be stopped, participants will be regrouped at the briefing area or waiting line, and the instructor will guide the member of public out of the activity area.</li> <li>- The activity cannot continue until the member of public has exited the activity area.</li> </ul>
Environmental	Instructors & Participants	<ul style="list-style-type: none"> <li>- Due care taken on slippery surfaces.</li> <li>- Long trousers worn to protect against ticks, bites &amp; stings.</li> </ul>

		<ul style="list-style-type: none"> <li>- Visual check of site for potential hazards such as deadwood, Tree stumps, ditches, prior to and during sessions.</li> <li>- Due care taken around any spillages (petrol etc) &amp; reported where possible.</li> <li>- Use of weather report to highlight adverse conditions.</li> </ul>
Losing activity equipment.	Instructor, Participants, and Public.	<ul style="list-style-type: none"> <li>- Equipment to be counted out and back in every session.</li> <li>- Equipment to be recovered before dismissing group.</li> <li>- Any items with a sharp edge or point to be kept under constant supervision.</li> <li>- Any items with a sharp edge or point to be kept on the instructor's person or in a locked vehicle when not in use.</li> <li>- Any equipment not in use should be stored in a vehicle is appropriate.</li> </ul>
Getting separated and/or lost from the group.	Participants	<ul style="list-style-type: none"> <li>- The group will be briefed on the boundaries of Sparatts Down woodland.</li> <li>- All activities which take place at this woodland are supervised.</li> <li>- Once a participant identified as missing the instructor will perform a site sweep, while shouting their name.</li> <li>- If we are unsuccessful on finding the missing participant, the instructor will contact Dan Pritchard on 07513783253.</li> <li>- Dan Pritchard will then inform the participants emergency contact.</li> <li>- Dan Pritchard will then contact emergency services + the Cadland estate office.</li> <li>- We will follow the emergency services / Cadland estates advice on proceeding.</li> <li>- All information will be captured using our first aid / near miss form.</li> </ul>
Weather	Instructor and Participants	<ul style="list-style-type: none"> <li>- Sessions will not take place during weather warnings.</li> </ul>

Damage to vegetation	Lepe Woodland and wildlife	<ul style="list-style-type: none"> <li>- No climbing of trees.</li> <li>- No cutting or removing of vegetation.</li> <li>- Safe and respectful distances will be kept from all wildlife.</li> <li>- Activities such as axe throwing and archery will take place in suitable area of the woodland to avoid damage of the flora and fauna.</li> </ul>
Fires	Instructor, Participants, and Public.	<ul style="list-style-type: none"> <li>- No fires during the summer period as outline in the rental agreement provided by the Cadland estate.</li> <li>- The instructor will wet the ground with water, place the slap on top, and then a fire tray or pit will be place on the slap.</li> <li>- Each group will be given a set number of resources to use.</li> <li>- The participants are briefed that only wood can be burnt, and all wood must be small enough to fit completely inside the tray.</li> <li>- As part of the pre-use checks and activity set up document the instructor will ensure that the bushcraft area is located a safe distance away from any flammable materials such as, gas canisters, petrol, over hanging trees, and buildings.</li> <li>- The instructor will have access to water throughout the sessions. (Bushcraft water canister.)</li> <li>- After the session the instructor will put out the fire using water and will mix the ashes until they are cool.</li> <li>- Ashes will be deposed of once complete cold in a suitable location determined by the landowner or taken away but The Outdoor Ed School.</li> </ul>