

Covid-19 restarting face to face Scouting risk assessment

Name of Section and Group	1 st Orwell Scout & Cub sections	Date of risk assessment	12 th August 2020	Name of who undertook this risk assessment	Sian Bolitho	COVID-19 readiness level transition	Amber
Number of Beavers bubbles meeting at same time	0	Number of Cub bubbles meeting at same time	1 (18:15 – 19:20)	Number of Scout bubbles meeting at same time	2 (19:00 – 20:30)	Meeting Location	New Rec, The Moor, Melbourn

Hazard Identified? / Risks from it?	Who is at risk?	How are the risks already controlled? What extra controls are needed?	What has changed that needs to be thought about and controlled?
<p>Hazard – something that may cause harm or damage. Risk – the chance of it happening.</p>	Young people, Leaders, Visitors?	<p>Controls – Ways of making the activity safer by removing or reducing the risk from it. For example - you might use a different piece of equipment or you might change the way the activity is carried out.</p> <p style="background-color: yellow;">Please note if doing this for a group please list controls for each section on areas that require it as beavers and scouts may have different control methods.</p>	Keep checking throughout the activity in case you need to change it...or even stop it! This is a great place to add comments which will be used as part of the review.
Attendance requirements	Young people, Leaders	<ul style="list-style-type: none"> • No COVID-19 symptoms before meeting (Symptoms as defined on gov.uk). • No contact with a confirmed COVID-19 case in the previous two weeks. • If more than 2 members are unable to attend because of concern about face-to-face meetings, alternative challenges and/or zoom meetings will continue until Yellow readiness level is achieved. • Young people may only attend once the group has written permission from their parent/carer to attend scouting at Amber readiness level. • Permission to attend to be recorded via an appropriate field on OSM • All parents to update OSM details before term re-starts, including a mobile phone contact number. • 1st Orwell has greater than 13 young people in each section. Young people will be given instructions on which day they are to attend face-to-face meetings and asked to 'book in advance' for their place that week. • Any young people not booked but trying to attend will be accepted only if there is space after all booked young people have arrived. Whilst waiting, they will have to stay in their cars or greater than 10 m away from the assembly point. They will be notified by telephone if space is available for them. 	<ul style="list-style-type: none"> • If COVID symptoms develop during the meeting, the Young person affected will be asked to sit aside from the activity, supervised by an adult leader standing up wind and with face covering • Parents will then be called and asked to take their child home immediately • NHS track and trace will be informed. • Parents of other young people will be informed upon collection of their young people.

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<p>Arrival and Departure Maintaining social distance at drop off and pick up: higher risk of infection spread if social distancing not maintained.</p>	<p>Young people, Leaders, parents/carers</p>	<ul style="list-style-type: none"> ● Discourage lift sharing between non-associated households – inform parents ● Encourage parents to arrive on foot / bicycle with their young people to avoid congestion in the parking area.. ● All young people and leaders to maintain government specified social distancing from point of exiting transport to assembly position and the reverse at the end of the meeting. ● All young people to maintain social distance throughout the meeting. ● Arrival via gates in black railings to left of Little Hands Nursery (Cubs and Scout group A). Scout group B to enter and depart via wooden gate at right hand side of Little Hands Nursery. ● Departure via wooden gates to right hand side of Little Hands Nursery (Cubs and Scouts). ● Scouts - Parents asked to stay in cars and if communication with leaders is required, they are to use mobile phones. Scouts can leave and return to parents' cars unaccompanied but within sight of the leader in charge. Gates to car park will be locked at 20:00, so leaders to walk scout groups to end of drive in order to gain visibility of scouts leaving. ● Cubs – Parents asked to wait by cars or 5 m back from the railings and make themselves known to the leader in charge before letting their child enter the meeting and also to get their child back at the end of the meeting. When waiting, parents to use large vertical posts on black railings as social distancing guides. Parents to remain in the vicinity until their Cub has been accepted into the meeting. Cubs will only be accepted if they have all required equipment with them (Water bottle, hand sanitiser, etc.). Cubs may leave and return to their parent's care or car on their own if agreed between parent and leaders. If parents cannot park close enough, they may wait, socially distanced from one another by the black metal railings in the car park area to the left of Little Hands Nursery. ● Hands to be sanitised on arrival and departure. ● Assembly points to be socially distanced and a minimum of 10 m away from the respective gates. ● Parents to be informed of arrival and departure routines by email before meetings commence. 	
<p>Maintaining social distance during meeting: higher risk of infection spread if social distancing not maintained. If you have two bubbles meeting at the same time this must be highlighted and controlled in this risk assessment.</p>	<p>Young People Leaders</p>	<ul style="list-style-type: none"> ● Cubs - Limit our meetings to one group of 15 only ● Scouts - two groups of 15, each group to be separated by 25 metres minimum. One group to use 'Little hands' end of Rec, the other to use 'River' end of Rec. ● Confirmed with Parish Council that no other official groups are meeting on a Friday evening on the New Rec on The Moor, Melbourn. We cannot avoid the general public being within the space as it is a public area. ● Groups to maintain where possible, 10 m distance from other Rec users. ● Monitor nationally agreed social distancing throughout activity. 	<ul style="list-style-type: none"> ● Review social distancing requirements before the start of each meeting to ensure we are current. ● Review the Scout readiness level at Friday lunch time each week to ensure we are OK to meet

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		<ul style="list-style-type: none"> Organise games and activities that do not involve physical contact between people or with common play equipment. Require long trousers and long-sleeved shirt / T-Shirt to be worn at all times. If play equipment is used, require sanitising of hands before start and at the end. Regularly disinfect play equipment or leave untouched for >72 hours between uses. Periodically stop activity for supervised handwashing and disinfection of equipment. 	
Exposure to droplets from speaking, laughing, coughing and sneezing Risk of spreading infection	Young People Leaders	<ul style="list-style-type: none"> Observe social distancing Encourage coughing or sneezing into elbow Hands always to be sanitised after coughing or sneezing Discourage touching of face Remind young people of requirement to cough and sneeze into elbow at beginning of meeting and throughout meeting 	
Hygiene of people: higher risk of infection spread if proper hand washing not carried out.	Young people, Leaders	<ul style="list-style-type: none"> Hand sanitizer to be provided at the assembly point and throughout the meeting, especially when there is no access to running water. Equipment not to be shared without sanitising with alcohol or detergent based sanitizer. All young people to bring a named water bottle to meetings and to keep with them at all times. All young people to bring their own, named hand sanitiser to meetings and to keep with them at all times All young people encouraged to bring their own face covering if over the age of 11. 	
Welfare provision Drinking water. High risk of infection if shared provision is used and if person providing does follow hygiene	Young people, Leaders	<ul style="list-style-type: none"> All members and leaders must bring their own, named container of drinking water. No drinks will be provided by the unit to avoid the risk of cross contamination. Young people are not permitted to share drinking water There is no provision for drinking water on New Rec, The Moor, Melbourn An unopened 1 litre bottle of drinking water will be held by the leader of each small group along with disposable cups to provide drinking water to young people if they consume all their water or forget their bottles. Opened bottles must be disposed of at the end of the meeting along with any used cups, which will be bagged and taken home by a leader for disposal in the household waste. 	
Hygiene of toilets: higher risk of infection spread if hygiene not carried out.	Young people, Leaders	<ul style="list-style-type: none"> There is no toilet provision on New Rec, The Moor, Melbourn Parents to ensure Young people have used the toilet before attending meetings Parents will be made aware of the lack of toilet provision. 	•
Risk from carrying out first aid. Spread of infection	Young people, Leaders	<ul style="list-style-type: none"> Where possible depending on the injury a leader, wearing gloves, to remove the items required for the treatment from the first aid kit for the young person to treat themselves under the leader's guidance following social distancing. 	•

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		<p>If a leader is required to provide the first aid, gloves, surgical face masks and a disposable apron to be worn.</p> <ul style="list-style-type: none"> • Where possible the person being treated to face away from the adult who is treating them, and face coverings to be used where possible depending on the situation for both young person and leader. • First aid kit will include a face shield with valve in case of CPR being required. • Government guidance for first responders recommends chest compressions only for adults, but in children mouth to mouth with compressions is more likely to be required and so a face shield should be used where possible. The decision as to how to respond will be based on assessing the risks in each specific situation. • The first aid kit will contain, Hand sanitizer, Surgical masks, disposable aprons, Gloves, CPR face shield. • 1 first aid kit per group of 15 per section. Section leaders to ensure 1st aid kit is properly stocked and all items in date. 	
A member tests positive for COVID and could have been in contact with other members. Spread of COVID to other members and families.	Young people, Leaders	<ul style="list-style-type: none"> • Record attendance of young people and leaders at each meeting on OSM. • Meetings will be turned into 'Events' on OSM and young people invited to attend on their specific weeks. Parents need to accept the invitation to register that their young person will attend the meeting. This will allow us to ensure that we do not have greater than the permitted number of young people attending each meeting. • Record attendance of parent helpers in the notes section of programme on OSM for each meeting. • All attendance records to be kept for 6 weeks. <p>Inform parents that if someone has shown signs of COVID they must inform you.</p> <ul style="list-style-type: none"> • Inform parents their contact details will have to be passed on if required by a statutory body for example NHS track and trace. 	
Meeting on Royston Heath	Young people, Leaders, parents/carers	<ul style="list-style-type: none"> • Special arrival and departure instructions to be sent before that particular meeting. • Young people to meet in their small groups as defined before the meeting • Scouts – small groups to assemble with 30 minutes separation from one another. • Meeting point to be socially distanced behind The Heath café, on the grass field, minimum of 25 m away from the picnic tables. • Parents to park in the Heath car park and allow scouts to make their way to the leader in charge. Any communication to be via telephone if required. • For collection, parents to wait by their cars and make themselves known to the leader in charge. Scouts to make their own way back to their parent's cars. • Each small group to have their own 2 leaders • Groups not to mix • All other COVID related risks as outlined in this assessment to be applicable (other than arrival and departure). 	

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HQ Template Published June 2020



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Maintenance of ratios in case of incident	Young people, leaders	<ul style="list-style-type: none"> ● Scouts - When meeting, each group must have 2 leaders in attendance; or 1 uniformed leader + sectional assistant or DBS checked parent helper at all times. ● Cubs - When meeting, each group must have 3 leaders in attendance; or 1 uniformed leader + 2 sectional assistants or DBS checked parent helpers at all times. ● A 3rd DBS checked adult must be present in the vicinity of the meeting, but not participating in the group. This individual will step into the group if a leader has to leave to offer first aid or supervise a young person with COVID symptoms. ● Any leaders leaving a group to offer first aid (other than for a minor incidence) cannot return to that group for 48 hours. ● Each group therefore requires 3 (scouts) / 4 (Cubs) adults in attendance, but only 2 (Scouts) / 3 (Cubs) to be counted as part of the 15 constituting the group 	
Meeting in the dark in an open public space	Young people, Leaders	<ul style="list-style-type: none"> ● Sunset is 17:50 by 23rd October. The Moor is not a lit open space except by the Pavilion. All sections will be affected by the dark by 23rd October ● Young people will be required to bring a head torch with them to all meetings. The torch will be worn when doing all activities. ● The Moor has rabbits and holes in the turf as a result. All young people to be warned of the dangers of rabbit holes. Head torches will make it easier to see the holes. ● Portable lighting will be provided by the group in the form of battery lanterns to aid in activities. ● Programme to be adjusted to allow for poor light. ● Cubs to wear Hi-Vis jackets if not in uniform and when light begins to fade 	
River at far end of New Rec	Young People	<ul style="list-style-type: none"> ● Cubs not permitted to use field past the far end of the pavilion (when viewed from Little Hands Nursery) to avoid them coming close to the river ● Regular head counts to be carried out throughout the meeting by leader in charge ● Cubs - 1 leader to be specifically in charge of 6 cubs and to count their group at regular intervals throughout the evening. 	
<p>Review: This risk assessment is for a section to move from one COVID Readiness alert level to the next, an additional risk assessment should be produced for each move proposed.</p>			

Checked by Line Manager		Checked by Group Chair if scout group	Name, Role / level Date
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