

Risk Assessment for



Leaders are encouraged to undertake risk assessments for weekly BB activities and before embarking on a trip or visit or undertaking a residential camp. This form should be used for this purpose. Risk assessments need not be complex but should be comprehensive. Regular activities and frequent visits to local venues such as a swimming pool may not need a risk assessment every time. However, it is essential not to become complacent. An assessment of the risks of such visits should be made at regular intervals. We recommend reviewing risk assessments on an annual basis.

When completing the risk assessment, consider: what are the hazards; who might be affected by them; what safety measures need to be in place to reduce risks to an acceptable level; who will take responsibility for particular actions; what steps will be taken in an emergency?

Once **ALL** control measures are in place for a specific hazard/risk please put a tick in the box to confirm this.

Company/battalion:		Age group/section:	
Venue / meeting space:		No of children/young people:	
Date of activity:		No of leaders:	

	Hazard / Risk Identified What's the hazard and the risk of harm?	Control Measures What measures will you put in place to reduce the hazard/risk identified?	Control Measures in Place ✓	Leader Responsible
1.				
2.				
3.				

4.				
5.				
6.				

Review: This risk assessment should be reviewed on completion of the activity and updated for future use and reviewed regularly where a frequent activity.

Approved by company captain	Name: Role: Date:	Approved by Leader in charge of age group	Name: Role: Date:
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Battalions can also use this template for events and activities that have been approved by the battalion.

If an accident occurs during the activity, please log the details in your accident book. Where professional medical attention is required you **MUST** complete an Accident Notification Form and send it to lisa.keys@boysbrigadeni.org