

Risk Assessment (Full) – V2 (Reviewed March 2024)

Introduction

All areas where activities take place must be visited and assessed for risk. To fully understand the Generic Risk Assessment and in order to fill in the site-specific risk assessment it is important to understand the parameters within which we work.

Who may be harmed?

- Participants - The people participating in the course or expedition.
- Teachers - Teachers or other school staff accompanying students
- Instructors - All No Limits employed staff
- Public - General public who are not taking part in the course or expedition.
- Team - First 3 categories
- All - First 4 categories

Risk

Risk is determined by examining the likelihood and the consequences. Definition of each area.

Likelihood

- Improbable (VL) So unlikely the probability is close to zero.
- Remote (L) It is quite unlikely to happen, although conceivable.
- Possible (M) Could occur sometimes.
- Occasional (H) It is quite likely to happen and will not be a surprise.
- Likely or Frequent (VH) Occurs repeatedly, the event is expected.

Consequence

- Minor injury (L): the subsequent injury would be minor, i.e., a cut, graze, scratch or Bruise.
- Serious injury (M): the subsequent injury would stop the participant from continuing the activity, i.e., a sprain, a burn or hypothermia.
- Major injury (H): the subsequent injury would be major, i.e., loss of limb, fracture, loss of consciousness, permanent reduction in ability to work.
- Fatal (VH): the subsequent injury would be fatal.

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General hazards – Relevant to all activities for the duration of the programme

| Hazard | Who may be harmed | Risk | | Control Measures |
|----------------------------|-------------------|------------|-------------|---|
| | | Likelihood | Consequence | |
| General | | | | |
| General | All | M | H | <ul style="list-style-type: none"> Area used to be appropriate and safe for the participants and activity A full brief on the event to be given to participants prior to start of activity |
| Collapsing dry stone walls | Team | VL | M | <ul style="list-style-type: none"> Participants briefed about the dangers of leaning and climbing on dry stone walls. Ensure that a dry-stone wall is safe before the group conduct any activity near it or shelter behind it. |
| Deadfall | All | L | VH | <ul style="list-style-type: none"> All tents and other structures placed to reduce risk Course Directors and Lead Instructors to familiarise themselves with the site & carry out dynamic Risk Assessment Instructors to receive a brief on any potential risk areas Check/inspect woodland and forests where activities are taking place for dangers of falling branches, especially in high winds or after heavy snow which might weaken branches Participants to be aware of the danger of falling branches, to be watchful of any falling branches and to warn the group if they spot any danger |
| Farm machinery | All | L | H | <ul style="list-style-type: none"> Participants briefed on risk of farm machinery Participants briefed to keep away from farm machinery |
| Lifting injuries | Team | M | M | <ul style="list-style-type: none"> Brief participants on proper lifting techniques at specific tasks where injuries could occur Supervising Staff and instructors to monitor lifting techniques being used |
| Slips & trips | Team | M | M | <ul style="list-style-type: none"> Participants to be briefed on risks of slips or falls & identify hazards such as pegs, stakes & tape marking the activity. Appropriate footwear is worn Staff to spot or support participants where required Ensure that the landing area is clear of any debris Check and clear activity area prior to setting up ensuring it is free of stones, branches other trip hazards. |
| Equipment | | | | |

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| Faulty | Team | VL | VH | <ul style="list-style-type: none"> Safety related equipment checked in accordance with best practice before use. Faulty or unserviceable equipment must not be used, must be labelled with an explanation of the fault, isolated, and reported at the nearest convenient time. |
| Misuse | Team | VL | M | <ul style="list-style-type: none"> Staff are qualified and trained to use the relevant equipment for the activity they are running. Participants are made aware of the correct use & their responsibilities when using safety equipment. |
| Improper use of equipment | Team | M | H | <ul style="list-style-type: none"> Equipment must only be used for its correct purposes Equipment to be checked by an appropriately experienced person prior to use Equipment to be checked & cleaned after use, with regular maintenance checks Participants briefed not to use equipment unless they are supervised Equipment to be free of sharp edges or corners. |
| Other | | | | |
| Domestic and wild animals | Team | M | M | <ul style="list-style-type: none"> Groups and individuals to avoid petting or aggravating any cattle, domestic or wild animals that they might come across. |
| Health and Hygiene | Team | L | M | <ul style="list-style-type: none"> Consideration should be given on maintaining hygiene and hand washing when eating packed lunches in the mountains. |
| Theft | Team | VL | L | <ul style="list-style-type: none"> Participants briefed appropriately that valuables must be looked after |
| Swimming (Defined as in water above waist depth) | Team | M | VH | <ul style="list-style-type: none"> Where swimming takes place as a standalone activity, site and person specific risk assessment should be carried out with the operations team Where it takes place as part of an activity it will be managed in line with the activity specific risk assessment |
| Behavioural problems | All | M | M | <ul style="list-style-type: none"> If there are any behavioural issues, that may jeopardise the safety of the activity in progress, then staff will stop the activity until the situation is under control. |
| Drugs & alcohol | All | L | H | <ul style="list-style-type: none"> Illegal drugs not permitted and will immediately refer to the school's representative to discuss the next course of action. On certain courses and whilst remaining within the parameters of the law participants may be permitted limited alcohol intake – having first consulted with the school representative. |
| Ticks | All | M | H | <ul style="list-style-type: none"> Participants to be fully briefed on Ticks including to keep to open paths and keep your skin covered (wear long trousers and long-sleeved shirts) whilst passing through areas of rough vegetation. Tuck trousers into socks if necessary. Light coloured clothes will help them spot ticks and brush them off. Regular check of clothing and exposed skin for ticks. At end of the day completely check body for ticks. |

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| | | | | <ul style="list-style-type: none"> When undertaking environmental work in shrubby growth participants briefed to wear gloves to prevent ticks from climbing under sleeves. Ticks to be immediately removed using tick tweezers School informed to monitor post-course. |
| Insects | All | M | H | <ul style="list-style-type: none"> Avoid setting up activities near to insect nests Epi-pens kept close for those with allergies and staff trained on how to use them. |
| Snakes - Adders | All | L | H | <ul style="list-style-type: none"> When in at-risk areas- Participants to be fully briefed as follows: <ul style="list-style-type: none"> Never attempt to pick up adders or other snakes, even if they think they are dead. Take care to look at ground when kneeling or placing hands on ground. Wear stout boots, and long trousers when in long grass, heath land, overgrown or moorland areas. Make a noise (vibrations in the surroundings by beating things or branch on the ground three to five paces ahead. Take extra care when lifting refuse or other debris. If they see a snake they should stand completely still. It will instinctively prefer to go away. Not to put their hands down into holes, dark cavities or cracks in rocks, even if something falls down it. To reclaim anything, you can attempt to fish it out with a stick, standing well away from the hole. Tell the instructor, or other responsible adult immediately if anyone is bitten. If someone is bitten not to try to kill the snake or attempt to bag it to show the Doctor. |
| Weather | | | | |
| General | All | n/a | n/a | <ul style="list-style-type: none"> Weather reports assessed, interpreted & monitored prior to & for duration of expedition. Course directors to share relevant information regarding weather forecast in their pre course briefing Continuous weather assessments are made throughout the activity cancelling or amending as appropriate Emergency equipment, shelter equipment & spare clothing carried with each group. Participants to be appropriately dressed for conditions. Suitable adverse weather plans in place – i.e., sheltered routes, shorter routes etc. |
| Cold and wet conditions | All | H | M | <ul style="list-style-type: none"> Participants made aware of how cold and wet conditions affect the body. All participants & staff have adequate warm and waterproof clothing for the activity. Participants & staff to have access to hot drinks and are carrying adequate food. Clothing and equipment are suitably carried in waterproof containers/bags. |

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| | | | | <ul style="list-style-type: none"> Teams to have been briefed on recognising the symptoms of hypothermia, immediate first aid to apply and the emergency procedure. |
| Heat Injury | All | L | H | <ul style="list-style-type: none"> Participants briefed on importance of hydration & dangers of overheating. Ensure adequate drinking water is available, and each participant has enough prior to departing on any activity. Ensure that a reasonable pace is set in relation to the condition of the group, and the weather Take breaks whenever necessary, especially during the hottest part of the day. Increased water breaks for periods of hot weather Opportunities made for groups to refill bottles. Use shaded areas available during hot weather |
| Sunburn | All | L | H | <ul style="list-style-type: none"> All participants briefed of the dangers of sunburn. Ensure all participants are protected from the dangers of the sun either by covering up with clothing or by the use of sunscreen. |
| Exhaustion | All | M | L | <ul style="list-style-type: none"> Instructors to monitor students for signs of over-exertion Instructors to monitor food & water in-take and regular snack breaks scheduled to keep energy levels up. |
| Lightning | All | VL | VH | <ul style="list-style-type: none"> Teams are not to be taken out in a lightning storm. Teams are to get into safe areas during a lightning storm and avoid equipment which may act as conductors such as walking and tent poles. Instructors to postpone the activity in the event of lightning, and retreat to a safe place using appropriate escape routes |

Hill and Mountain Walking

| Hazard | Who may be harmed | Risk | | Control Measures |
|---------|-------------------|------------|-------------|------------------|
| | | Likelihood | Consequence | |
| General | | | | |

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| Falling on steep, wet or slippery ground | Team | M | M | <ul style="list-style-type: none"> Instructors are to stay on terrain in accordance with their qualifications and experience. Appropriate footwear worn by all & participants briefed on correct foot placement. Participants briefed on the dangers associated with a heavy rucksack. Specific hazards - mine shafts, quarries and scrambles etc. are dynamically risk assessed and highlighted to group and managed effectively |
| Being hit by a rock fall | All | VL | VH | <ul style="list-style-type: none"> Plan activities away from rock fall prone areas. Participants briefed on action to take if accidentally dislodging a rock (i.e., shout "below") and the action to take if you hear "below" being shouted Safe areas are designated where the group can rest Vigilance of observation by instructors for changing environments outside influences e.g., livestock above you. |
| Falling into rivers | Team | VL | VH | <ul style="list-style-type: none"> Under normal circumstances river crossings will not be conducted when a river is in flood, fast flowing or knee depth or above. Only currently recognised methods, as taught by the MTA, used when conducting river crossings. A full briefing and dry training are given before taking to the water. Unaccompanied groups made aware of dangers Participants briefed about rocks being slippery when wet |
| Slipping from or falling off stiles | Team | M | M | <ul style="list-style-type: none"> Participants briefed about the dangers of crossing a stile Participants to be spotted when crossing stiles, especially in wet or icy conditions |
| Being hit by vehicles whilst walking along roads | All | M | VH | <ul style="list-style-type: none"> Teams to avoid roads except when necessary. Teams to be briefed on dangers of roads. Obvious black spots must be taken into account before crossing roads i.e., bends, blind corners, speed limits and visibility etc. Groups to walk in single file on roads. The first and last group member must wear high visibility vests or similar (day or night). Unaccompanied groups to be trained in road crossing techniques. At night the person at the front & back must carry a torch. Additional torches used throughout the group |
| Participants | | | | |
| Low levels of fitness | Team | M | M | <ul style="list-style-type: none"> Activities are planned with the ability levels of the group in mind. Groups and individuals monitored throughout the expedition and itineraries modified accordingly. |

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| Carrying a heavy rucksack | Team | L | M | <ul style="list-style-type: none"> Ensure that the weight of a participants' rucksack is within recognised guidelines, i.e., not more than a third of the body weight, or up to 20kg. Assist younger participants with putting their rucksacks on. |
| Getting lost (individual and group) | Team | L | M | <ul style="list-style-type: none"> Possible shadowing or monitoring during activity. Participants briefed on correct procedures to avoid getting lost Participants briefed about the correct procedures in the event of individuals or group becoming lost, i.e., remain where they are until found. Teams and Instructors must have a charged mobile phone and appropriate phone numbers |
| Poor light conditions & darkness | All | L | M | <ul style="list-style-type: none"> Teams briefed to be in camp before light begins to fade – times will vary according to the time of year. Torches carried if travelling in poor light conditions or in darkness. |
| Additional hazards of inner-city expeditions | | | | |
| Increased traffic leading to crowded paths and more hazardous road crossings | All | M | M | <ul style="list-style-type: none"> Groups to be briefed on the hazard of crowded footpaths and to have suitably strategies to manage this including but not limited to, walking single file, crossing to a quieter path, or waiting for the crowd to pass Groups to be briefed to utilise managed road crossings where possible or to consider the layout of the road and assess the safest places to cross. (This last element should be trained by instructors where the expedition area dictates its need) |
| Increased risk of a lost person | All | L | L | <ul style="list-style-type: none"> Ensure the briefing to students includes what to do if they lose their group Ensure all students have their teammates numbers as well as that of their instructors |
| Difficult communication due to road noise | All | M | L | <ul style="list-style-type: none"> Ensure briefing take place at suitable spots where participants can hear (such as the coach), rather than as and when such as at traffic lights. |
| Increased hazard due to area being unfamiliar to instructors | All | L | L | <ul style="list-style-type: none"> Instructors to dedicate time at their briefing to discuss with heir groups the route and dynamically assess the route, particularly elements that are in built up areas. Instructors to give greater consideration to shadowing groups in high-risk areas (regardless of how competent the group are or the level of expedition) |

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Camping - DofE & Expeditions, Bushcraft & Activities and Onsite

| Hazard | Who may be harmed | Risk | | Control Measures |
|---------------------------|-------------------|------------|-------------|---|
| | | Likelihood | Consequence | |
| General | | | | |
| Fires | All | L | H | <ul style="list-style-type: none"> • Venues with specific 'fire pits' must be closely supervised by staff and the individual campsite rules adhered to. • Campfires are extinguished by instructors or competent adult prior to departure. • Participants are briefed never to smoke, cook or use a naked flame either in or close to tents • There must be a designated cooking area, and a separate fuel area away from the cooking and camping area. |
| Security | Team | L | H | <ul style="list-style-type: none"> • Participants briefed on the requirement for personal security around the camp site and point out specific dangers. • Participants and teacher briefed not to leave valuable items in tents or laying around unattended. • School and No Limits staff to monitor the situation and be always alert. • School staff to camp within proximity of students for Pastoral care (Not appropriate for D of E) • Participants briefed on duty staff member to wake if needed during night |
| Individuals becoming lost | Team | VL | M | <ul style="list-style-type: none"> • Participants briefed on a lost procedure especially at night. • All participants must inform staff if wandering away from the immediate camp area. • At night participants must inform a member of their tent group if they are going to the toilet. • Participants briefed on the local surroundings, pointing out significant landmarks, hazards & area they remain in. |
| Health & hygiene | All | L | M | <ul style="list-style-type: none"> • Participants made aware of the camping facilities (toilets, showers and sinks etc). • Ensure that there is a high level of cleanliness when preparing food, cooking & eating. • Thorough cross-contamination procedures followed in the food preparation area • Food stowed away appropriately • Adequate hand washing facilities are made available. |
| Food handling | All | M | M | <ul style="list-style-type: none"> • Hand washing before & after activity • Blue gloves should be made available for high-risk food groups |

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| Drinking water | All | VL | M | <ul style="list-style-type: none"> • Ensure that there is a healthy supply of water, either mains tap or from a water container. |
| Unaccompanied groups | Team | M | H | <ul style="list-style-type: none"> • Groups to be checked into camp sites • Participants observed to be fit and healthy • Participants briefed on use of barns etc for cooking • Instructors to ensure group are competent in use of stoves • |
| Equipment | | | | |
| Stoves | Team | M | H | <ul style="list-style-type: none"> • Participants trained in correct use of camping stoves & cookers in accordance with manufacturers' instructions. • Staff supervise cooking sessions (assisted by school staff where applicable). • Fuel is to be stored well away from cooking area and any other source of naked flame. • Cooking is done in an area away from tented accommodation and there is to be no cooking inside tents. • Staff monitor fire risk if cooking in barns or other farm buildings • All gas appliances are to be turned off at the main valve after use |
| Cooking BBQ | Team | M | H | <ul style="list-style-type: none"> • Area designated for cooking • Participants briefed to keep clear of BBQ whilst hot. • Hot BBQ not to be left unattended • Cooking is done in an area away from tented accommodation • All gas appliances are to be turned off at night. |
| Burco (Water Boiler) | All | M | VH | <ul style="list-style-type: none"> • The Burco must be maintained by external Gas safe contractor • Participants briefed on the safe usage • Not to let boil dry • Gas switched of at the main valve when camp unattended and at night • The Burco should be on a sturdy level surface, out of main traffic areas to avoid knocking |
| Guy lines | All | H | M | <ul style="list-style-type: none"> • Brief by instructor to highlight the hazard and avoidance • No running around or near tents • Guy Lines highlighted wherever possible |

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Wild Camping (as above but with the following amendments)

| Hazard | Who may be harmed | Risk | | Control Measures |
|---------------------------|-------------------|------------|-------------|--|
| | | Likelihood | Consequence | |
| General | | | | |
| Water | Team | M | H | <ul style="list-style-type: none"> Participants briefed about the dangers of going near water hazards. Ensure that participants camp away from any water hazards. Safe water collection point designated |
| General | Team | M | H | <ul style="list-style-type: none"> Weather forecast monitored, interpreted & deemed appropriate for group and activity prior to leaving base. Participants briefed on the requirement for safety around the camp site and point out specific dangers. Appropriate footwear and clothing worn for location and weather conditions. |
| Unaccompanied Groups | Team | M | H | <ul style="list-style-type: none"> Participants trained in activity & previously wild camped Participants and supervise must agree an emergency action including communications plan before being left |
| Fires | All | L | H | <ul style="list-style-type: none"> Fires not allowed when camping in remote areas. |
| Individuals becoming lost | Team | VL | M | <ul style="list-style-type: none"> Participants briefed on a lost procedure especially at night. Participants to remain within the immediate camp area, unless accompanied by staff. At night participants to wake their tent group if going to the toilet. Tent group to stay awake until they return Participants briefed on the local surroundings, pointing out significant points such as toilets, gates and stiles and the area they are to remain in. |
| Health & hygiene | All | L | M | <ul style="list-style-type: none"> Participants briefed on safe collection of water, including the area designated for washing up and site used as the toilet. Ensure that there is a high level of cleanliness when preparing food, cooking & eating. |
| Food | Team | M | M | <ul style="list-style-type: none"> Suitability and quantity of the food used by the participants is supervised. |
| Drinking water | All | VL | M | <ul style="list-style-type: none"> Participants made aware of the importance of boiling and purifying water from streams & rivers etc before drinking. |
| Stoves | Team | M | H | <ul style="list-style-type: none"> Fuel is to be stored well away from cooking area and any other source of naked flame. |

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| | | | | <ul style="list-style-type: none"> Cooking is done in an area away from tented accommodation and there is to be no cooking inside tents. |
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Rock Climbing and Abseiling (Single pitch only)

| Hazard | Who may be harmed | Risk | | Control Measures |
|------------------------------------|-------------------|------------|-------------|--|
| | | Likelihood | Consequence | |
| Terrain | | | | |
| Leader fall setting up | Instructor | M | VH | <ul style="list-style-type: none"> Instructors to make themselves safe when setting up the activity close to the edge of the crag There must be at least two staff members in proximity when a climbing or abseiling activity is being set up |
| Falling from the edge of the cliff | Team | L | VH | <ul style="list-style-type: none"> Participants are properly briefed and always supervised when at the top of the crag Remainder of the group are at an appropriate distance from the edge when abseiling is taking place Ensure the abseil participant is secured to the safety rope before committing to abseil Knots tied correctly and checked/ karabiners locked secure & checked |
| Falling objects | Team | L | VH | <ul style="list-style-type: none"> Helmets must always be worn whilst taking part in the activity A safe area must be established away from the activity. Helmets must be worn until participants are in this area. Participants briefed on action to take if accidentally kicking a loose rock (i.e., shout 'below') and action to take if you hear 'below' being shouted Remove items from pockets prior to climbing Ensure the edge of the crag is reasonably clear of debris before setting up the activity |
| Fall whilst unroped | Team | VL | VH | <ul style="list-style-type: none"> Brief all participants not to climb without a rope attached or when unsupervised unless part of a structured supervised bouldering session Brief all participants not to climb without formal instruction Participants to be supervised when walking up to or down from the top of the crag Participants briefed not to climb until instructed to do so – appropriate climbing terms used |
| Falls whilst bouldering | Team | H | L | <ul style="list-style-type: none"> Brief participants in the correct techniques for bouldering Participants will not go above a height that is comfortable for them and cannot step off Limit the height of which participants can climb |

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| | | | | <ul style="list-style-type: none"> Spotters to be used when participants are bouldering |
| Slips, trips, and falls | Team | L | M | <ul style="list-style-type: none"> Participants to be briefed not to run around the climbing site and to be careful when walking around |
| Equipment | | | | |
| Harnesses and helmets incorrectly fitted | Team | VL | VH | <ul style="list-style-type: none"> All participants are shown and briefed in the correct fitting of all climbing equipment Equipment to inspected at the start of the session, each time this equipment is put on and prior to an individual climbing or abseiling Participants work in a buddy system to check each other and are then checked by their instructor |
| Hair or clothing trapped in equipment | Team | L | H | <ul style="list-style-type: none"> Before abseiling ensure all participants tuck away long hair, loose clothing and draw cords from jackets Remove items from pockets prior to abseiling Always use releasable abseils |
| Rope burn | Team | L | M | <ul style="list-style-type: none"> Speed of abseil is controlled by the instructor to minimise rope burn Brief participants on possibility of rope burn when belaying or abseiling |
| Faulty equipment | Team | VL | VH | <ul style="list-style-type: none"> Inspect all safety related equipment in accordance with best practice and manufactures' guidelines, before use Any faulty or unserviceable equipment must not be used, must be labelled with an explanation of the fault and reported at the nearest convenient time Ropes and other safety equipment are constantly checked, monitored and replaced when necessary |
| Misuse | Team | VL | H | Instructors must hold as a minimum of the Single Pitch Award to set up and run a climbing or abseiling activity |
| Tying in | Team | M | VH | <ul style="list-style-type: none"> Where Possible remove gear loops from harnesses to prevent the possibility of these being used as a rope attachment point All clients are tied in with a figure of eight knot, to the appropriate place on the harness as specified in the manufacturer's instructions The knot is checked thoroughly by the instructor |
| Conducting the Activity | | | | |
| Inversion/fall | Team | VL | VH | <ul style="list-style-type: none"> Provide clear instruction to avoid inversion or falls Ensure correct use and fitting of equipment Instructors will always use a safety rope when abseiling Use a chest harness where needed (i.e., oversized or undersized participants) |
| The belay device and belaying | Team | L | VH | <ul style="list-style-type: none"> Always hold the 'dead rope' when participants are being lowered from the top of a climb Instructors will belay or will monitor the participants belaying themselves Participants to be trained in the correct techniques to belay (and then supervised) prior to belaying |

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| | | | | <ul style="list-style-type: none"> Only a recognised belay device will be used. |
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Kayaking, Canoeing and Improvised Rafting

| Hazard | Who may be harmed | Risk | | Control Measures |
|------------------------------------|-------------------|------------|-------------|--|
| | | Likelihood | Consequence | |
| Terrain | | | | |
| General | | M | VH | <ul style="list-style-type: none"> Area used to be appropriate for group and safe for activity Area used to be within scope of instructor's qualification and experience, as set out by the activity programme (including weather) • A full brief on the event to be given to participants prior to start of activity |
| Cold and immersion injuries | Team | M | M | <ul style="list-style-type: none"> Staff must ensure that participants do not spend too much time in the water Staff are to monitor participants who have been immersed for cold injury symptoms Staff to ensure adequate and appropriate clothing is worn. |
| Drowning & ability to swim | Team | L | VH | <ul style="list-style-type: none"> Participants must not be forced to take part in water-based activities Staff must establish the swimming capabilities of all participants prior to commencing the activity Ensure that all participants wear a buoyancy aid when taking part in the activity Helmets to be worn where deemed appropriate by the lead instructor (Essential for all improvised rafting) |
| Capsize, entrapment & entanglement | Team | L | VH | <ul style="list-style-type: none"> Appropriate on water safety must be provided, this can be paddled craft, or powered safety boat's where necessary When rafting, Staff must ensure improvised rafts are 'seaworthy' prior to launch, to prevent injuries and entanglement from collapsing rafts Brief all participants about the dangers of entrapment Instructors must be in a position of maximum usefulness Where tows are used these should be easily releasable Instructors must have a readily available knife |

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| | | | | <ul style="list-style-type: none"> Where any ropes are used (apart from rafting) the knots used should be releasable • Any trailing lines should be "clean" (free of loops) |
| Drifting | Team | M | M | <ul style="list-style-type: none"> Staff to reconnoitre and then use sites that limit the dangers associated with drifting Wind conditions to be monitored throughout the day In most circumstances, safety cover will be a qualified instructor in a kayak or canoe as a minimum Whilst rafting and under certain conditions it may be appropriate to tether the raft (When this is used, a releasable knot is essential) |
| Polluted or diseased water | Team | L | H | <ul style="list-style-type: none"> Staff to check site prior to use Staff to monitor the conditions on the day, for example blooms of blue/green algae Participants to be briefed, where appropriate, on how to avoid contracting Leptospirosis (also known as Weil's disease) and the importance of seeking urgent medical attention if symptoms occur after the activity Ensure that participants wash/shower after the activity, especially before handling or eating food |
| Swimming (Defined as water above waist depth) | Team | M | VH | <ul style="list-style-type: none"> Staff must make an assessment of the conditions and where there are unpredictable tides, strong currents or surf, swimming should not take place Ensure that there is safety cover and that person a suitable rescue plan is in place Staff must clearly define the swimming area to all swimmers and bank safety cover All swimmers to be briefed that there should be no diving or jumping into unknown water due to hidden dangers Ensure that all swimmers wear suitable footwear before entering the water Staff must identify all non-swimmers and weak swimmers Staff to brief all swimmers on an easy to understand visual and audible recall system |
| Person overboard | Team | H | M | <ul style="list-style-type: none"> All participants on the water should be wearing a buoyancy aid Staff should be in a position of maximum usefulness |
| River Journeys | | | | |
| Moving water | Team | M | M | <ul style="list-style-type: none"> Due to the nature of such waters, all river journeys on this should be led by a lead instructor who has suitable experience for the environment and up to date knowledge of the specific river. Where this is a first use of a section of water, by either an instructor or by No Limits, the operations team will consider a site and person specific risk assessment or reece, and if required consult with a technical advisor. Ensure that the participants understand the nature of the Course or Expedition, especially in relation to water confidence |

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| Weirs | Team | L | VH | <ul style="list-style-type: none"> Weirs will only be navigated under the direct supervision of a qualified and experienced instructor, and if there is a definitive safety plan, and direct benefit to the group undertaking it, Paddling Weirs should not be done because it avoids a difficult or sustained carry, in this circumstance consideration should be given to line and tracking of boats, or external assistance to portage Where weirs are planned to be part of the journey, this will be discussed between the operations team and instructor in advance, and the risk management plan discussed. |
| Graded water | Team | L | H | <ul style="list-style-type: none"> Staff must be suitably qualified and experienced in relation to the grade of water in question Participants will only be allowed to paddle on graded water that compliments their ability Staff must assess the participants ability prior to moving onto graded water Participants to be briefed before entering sections of graded water Equipment and Participants dressed should be appropriate to the nature of the water |
| Capsize and entrapment | Team | M | H | <ul style="list-style-type: none"> Ensure that participants are to show competence in capsize procedures prior to navigating into graded water Participants should be briefed on appropriate defensive swimming technique, and the importance of "Self, Victim, Team, Kit" |
| Underwater obstructions, shallow water, trees & obstacles | Team | M | VH | <ul style="list-style-type: none"> Staff to be fully aware of the Site-Specific Risk Assessment for the area they are navigating Staff to continually monitor the hazards Participants to be briefed on the system to be adopted should there be a need to get to a safe area quickly As per industry best practice and British Canoe Union (BCU) guidelines, staff should be in a position of maximum usefulness |
| Fall or slip | Team | M | M | <ul style="list-style-type: none"> Participants to be briefed on the risks involved with wet walkways, slipways and inappropriate footwear |
| Head injuries | Team | L | H | <ul style="list-style-type: none"> Participants to be briefed that there will be no diving or jumping into the water Participants to be briefed on the correct use of paddles When rafting, participants should not remove their helmet until the raft has been dismantled |
| Cuts | Team | M | L | <ul style="list-style-type: none"> Participants to be briefed of the danger of cuts & large splinters from water-based equipment |
| Other water users | All | VL | M | <ul style="list-style-type: none"> Staff must be aware of all other users in proximity and brief participants accordingly. Special care should be exercised around powered craft and fishermen |
| Collision/ Impact | All | H | M | <ul style="list-style-type: none"> Participants to be briefed not to deliberately collide with each other |

Risk Assessment (Full) – V2 (Reviewed March 2024)

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|----------------------|------|---|---|---|
| | | | | <ul style="list-style-type: none"> Participants to be briefed on the dangers involved in collisions and impacts |
| Upper torso injuries | Team | L | M | <ul style="list-style-type: none"> Buoyancy aids must be worn at all times during the activity Staff must establish that the water is deep enough, before capsizing and/or rescue drills can take place |
| Equipment | | | | |
| Loss of equipment | Team | M | M | <ul style="list-style-type: none"> Ensure that all relevant equipment suitably waterproofed Ensure waterproof containers are appropriately secured to the craft Staff must carry a spare paddle when carrying out any water activity |

Mountain Biking in Lowland Areas within 30 minutes or less of a road (Short Journey Sessions and DofE Expeditions) – In addition all the risk assessment for activities such as walking in lowland terrain above.

| Hazard | Who may be harmed | Risk | | Control Measures |
|--|-------------------|------------|-------------|--|
| | | Likelihood | Consequence | |
| Injuries caused by Fall under normal trail riding conditions | Team | M | L | <ul style="list-style-type: none"> Normal Trail Riding is defined as predominantly easy, beginner focussed terrain where the group can ride comfortably together such as forest track, canal tow paths, gravel roads and large multiuser bridleways Routes to be assessed as appropriate to the endeavour and group by the planning team and instructor. Trail surface to be reviewed by instructor before taking out the group. Weather (and its impact on the trail surface) to be considered. Group to be briefed appropriately to include (but not limited to) appropriate speed, etiquette towards other trail users, overtaking, spacing and aim. Group led by an appropriately experienced and qualified instructor. Bikes to be appropriate to the endeavour Group size to be appropriate to the planned session or expedition |
| Injuries caused by Fall during technical sections | Team | L | M | <ul style="list-style-type: none"> Technical sections are defined as hazards require coaching, risk management, or briefing such as berms, single track sections, boulder gardens or narrow tree lined bridleways. Routes to be assessed as appropriate to the endeavour and group by the planning team and instructor. |

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| | | | | |
|--|------|---|---|---|
| | | | | <ul style="list-style-type: none"> Instructor to have ridden with the group on non-technical terrain first to ensure they are aware of their abilities, behaviour, and group dynamic. Trail surface to be reviewed by instructor before taking out the group. Group to be briefed appropriately to include (but not limited to) appropriate speed, etiquette towards other trail users, overtaking, spacing and aim. Dynamic risk assessment to be undertaken of the specific section at that moment (i.e. going further than "yesterday it was ok", and taking a quick walk of the obstacle now before briefing the group) Consideration to be given to a group walk through with appropriate tips and coaching. Groups to not undertake technical riding where it is planned for wheels to leave the ground on purpose (e.g. jumps) Group led by an appropriately experienced and qualified instructor. Bikes to be appropriate to the endeavour Group size to be appropriate to the planned session or expedition |
| Eye Injuries caused by flying debris and trailside foliage | Team | L | H | <ul style="list-style-type: none"> Routes to be reviewed for this risk specifically. Safety glasses to be available on the ride for all users if deemed required by the instructor |
| Injury caused by exposed skin | Team | M | M | <ul style="list-style-type: none"> Routes to be reviewed for this risk specifically. Consideration to be given to appropriate clothing and this conversation to be had with the participants and their group leader. The starting point for all groups should be long sleeves and long trousers unless dynamic risk assessment suggests otherwise. Consideration given to the style of riding being appropriate for the clothing |
| Collision | Team | L | M | <ul style="list-style-type: none"> Briefing to include appropriate spacing, stopping technique and consideration of other users. Instructors to remain vigilant to other trail users and amend activity in the risk changes. |
| Crash or injury due to faulty bikes | Team | L | H | <ul style="list-style-type: none"> Instructor to check bikes pre session. Instructor to monitor condition of bikes throughout the ride, and to brief group that if their bike changes or isn't working as expected to stop immediately and tell the instructor. Instructor to carry appropriate equipment for minor trailside repairs as appropriate to the endeavour |
| Separation of group | Team | L | L | <ul style="list-style-type: none"> Briefing to include appropriate spacing and what to do if the group leave you behind. Instructor to position themselves and other groups members appropriately. Instructor to implement appropriate communication within the group which is briefed and tested |

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| | | | | |
|---|------|---|---|---|
| Head Injury due to fall, collision of impact with others or stationary obstacle | Team | M | M | <ul style="list-style-type: none"> All participants and instructors to wear checked and fitted helmets at all times. Instructors to check helmets for appropriateness for the endeavour and condition pre session. Routes to be assessed as appropriate to the endeavour and group by the planning team and instructor. Trail surface to be reviewed by instructor before taking out the group. Weather (and its impact on the trail surface) to be considered. Group to be briefed appropriately to include (but not limited to) appropriate speed, etiquette towards other trail users, overtaking, spacing and aim. Group led by an appropriately experienced and qualified instructor |
| Clothing or limb entrapment in moving parts | Team | H | L | <ul style="list-style-type: none"> Instructor to check bikes pre session. Instructor to monitor condition of bikes throughout the ride, and to brief group that if their bike changes or isn't working as expected to stop immediately and tell the instructor. Instructors to ensure appropriate clothing is worn with this risk in mind |
| Collision due to group riding on road or road crossings | Team | L | H | <ul style="list-style-type: none"> Routes to be assessed as appropriate to the endeavour and group by the planning team and instructor. Where road crossing to be undertaken these are to be dynamically assessed by the instructor with led groups (non DofE) to be directly supervised crossing Where teams are to crossroads or ride on roads unsupervised the instructor must have trained and assessed the group's ability for themselves before Where teams are riding on roads suitable clothing is to be worn to ensure high levels of visibility when considering terrain, traffic levels, daylight and weather. Where road riding is part of a route instructors should plan the most appropriate style of supervision or leadership based on the specific conditions presented, the route and any road junctions. |
| Collision due to limited visibility | Team | L | M | <ul style="list-style-type: none"> Instructors must check the forecast to take into account daylight hours, and condition in their plans Night riding must be dynamically risk assessed in consultation with the duty operations manager, consideration should be given, but isn't limited to the route, lighting, visibility, alternatives available and group dynamic. |
| Falls caused by loaded bikes | Team | H | L | <ul style="list-style-type: none"> Groups must have supervised direct training of riding loaded bikes, similar to that ridden during the expedition, before being remotely supervised. Instructors to check the loads carried are reasonably sized, balanced, secure and are causing the least possible interference with the rider's stability as possible |

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| | | | | <ul style="list-style-type: none"> All riders must be able to lift their own bike back up in the event of a fall. It would be deemed inappropriate for participants to ride with full size expedition packs, any rucksack carried must be deemed appropriate by the group's instructor |
|--|--|--|--|--|

Transportation

| Hazard | Who may be harmed | Risk | | Control Measures |
|------------------------------------|-------------------|------------|-------------|--|
| | | Likelihood | Consequence | |
| Terrain | | | | |
| Unsafe vehicle & mechanical faults | All | VL | | <ul style="list-style-type: none"> Staff must ensure that the vehicle being used is suitable for the task, has seatbelts fitted for all and that these are worn. Keys never left in vehicle All vehicles used must be fully insured for the task, and have current MOT and Tax Vehicles to be checked as appropriate by internal staff and undergo pre use checks in line with the driver induction |
| Worn tyres | All | L | | <ul style="list-style-type: none"> Staff must, within the scope of their knowledge and experience check that the vehicle tyres are suitable. Vehicles to be checked in line with vehicle policy |
| Other road users | All | L | | <ul style="list-style-type: none"> When driving staff are to always drive defensively and within the law Ensure that hired drivers drive defensively and within the law Always check behind the vehicle before reversing & use a guide when possible Ensure that the driver parks a vehicle so that participants board and alight on the nearside of the road Staff are to supervise boarding and alighting of all vehicles |
| Driver's becoming Tired or unaware | All | M | VH | <ul style="list-style-type: none"> Drivers to take regularly breaks, and not drive excessive distances in one go Where possible drivers should alternate Drivers made aware of the hazard |
| Unsafe driving or Drivers | | | | <ul style="list-style-type: none"> Drivers to undertake an inhouse Induction and have their licence checked Drivers to follow the NLD Vehicle Policy |

Risk Assessment (Full) – V2 (Reviewed March 2024)

Hostel or Centre Accommodation

| Hazard | Who may be harmed | Risk | | Control Measures |
|-----------------|-------------------|------------|-------------|---|
| | | Likelihood | Consequence | |
| Terrain | | | | |
| Suitability | All | n/a | n/a | <ul style="list-style-type: none"> Ensure that any accommodation is suitable for the participants. Ensure that a recce of the venue is conducted prior to its use. Ensure that all documentation and regulations, including insurance are current and comply with existing legislation. Ensure that staff using any accommodation have been briefed and are familiar with the buildings/owners' policies and rules. |
| Roads | All | M | VH | <ul style="list-style-type: none"> Ensure that all staff have been briefed on any dangerous roads in the area of the accommodation. Brief all the team on any dangerous roads near the designated accommodation. Supervise any crossing or walking along roads near the designated accommodation. |
| Car parks | Team | M | VH | <ul style="list-style-type: none"> If any training is to be conducted around the accommodation, staff must ensure training is conducted in a safe and appropriate manner that would not cause offence to the owners. Visitors are briefed to be aware of participants conducting training around that area. |
| Trips and slips | Team | L | L | <ul style="list-style-type: none"> Brief all participants that they should walk, not run, around any hostel grounds. Staff are to familiarize all participants on any areas around the hostel pointing out hazardous steps and ramps. Footwear is to be worn at all times, particularly in dining or kitchen areas. |
| Falls | Team | L | M | <ul style="list-style-type: none"> Brief all participants about descending stairs especially at night. Participants briefed not to run inside any building. |
| Kitchen | All | L | VH | <ul style="list-style-type: none"> Brief all participants about the hazards associated with kitchens and in most case, these will be placed out of bounds. In accommodation where the team have to cook for themselves, participants under 18 must be supervised. |

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| | | | | <ul style="list-style-type: none"> Ensure that the hostel kitchen complies with HSE regulations and has a record of a recent inspection by the local authorities Environmental Health Officer. |
| Fire | All | VL | VH | <ul style="list-style-type: none"> Ensure that the hostel accommodation complies with fire regulations as laid down by the local authority and that fire regulations are displayed in all rooms. Brief staff on the owner's fire policy and procedures prior to occupation. Brief all participants on the owners' fire policy and any procedures in the event of a fire, including the location of any assembly areas. Brief the participants that smoking is strictly forbidden except for designated smoking areas. Ensure that all fire doors remain closed at all times and are not propped open for any reason. Ensure that the Fire List is completed and up to date prior to the end of the working day. Consider conducting a fire practice for all participants. |

Team Tasks

| Hazard | Who may be harmed | Risk | | Control Measures |
|---------------------------|-------------------|------------|-------------|--|
| | | Likelihood | Consequence | |
| Terrain | | | | |
| Fall whilst being carried | Team | M | L | <ul style="list-style-type: none"> Inspect the equipment before carrying someone Brief participants on the correct techniques of picking up, carrying and lowering someone Ensure that when the group lower a person after being carried, the ground beneath is suitable and has no hard object, such as stones or roots and that the lowering is conducted under control |
| Cuts | Team | VL | M | <ul style="list-style-type: none"> Scissors & other sharp objects to be monitored by the member of staff delivering activity |
| Falls from apparatus | Team | M | M | <ul style="list-style-type: none"> Participants required to wear a helmet when there is a possibility of falling or where objects are being carried at or above head height Spot participants where required, on a spider's web this will include at the head Possible landing area is clear of any debris Participants briefed on spotting techniques & to spot each other as required. |
| Physical Contact | Team | VL | M | <ul style="list-style-type: none"> Brief participants on the nature of the tasks which can involve close physical contact Ensure that participants are not placed in compromising positions whilst being carried or spotted |

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|---------------------------|------|----|---|--|
| Other injuries | Team | VL | M | <ul style="list-style-type: none"> Brief participants not to throw equipment or swing canes Participants not to jump to and from a task unless briefed to do so by staff Participants briefed on risk of finger entrapment in ropes & planks etc Refer to the task descriptor sheets for task-specific hazards and control measures Staff to brief participants not to throw equipment or heavy items Staff to check that long hair is gathered up & tucked away, large or prominent jewellery & neckwear is removed, including large pocket items are removed. Monitor condition of participants & take breaks if they become tired or lethargic & especially in warm weather. |
| Improper use of equipment | Team | M | H | <ul style="list-style-type: none"> Equipment used for its correct purposes Equipment to be checked prior to use Equipment to be checked & cleaned after use, with regular maintenance checks Participants briefed not to use equipment unless they are supervised Equipment to be free of sharp edges or corners. |

Bushcraft

| Hazard | Who may be harmed | Risk | | Control Measures |
|-------------------------|-------------------|------------|-------------|--|
| | | Likelihood | Consequence | |
| Terrain | | | | |
| Moving through woodland | Team | M | L | <ul style="list-style-type: none"> Participants briefed on activity Participants made aware of low branches & twigs etc Buddy system for students and regular head counts. Torches to be carried at night. |
| Sharps (Cutting tools) | Team | M | H | <ul style="list-style-type: none"> Only staff approved by NLD Ops Team to allow participants to use Sharp Tools (Knives and Saws) Participants briefed on use of knives, tools and other sharp objects Participants briefed not to touch any cutting tools unless instructed to do so. Tool usage should be done using a safe working position in a specifically designated area free from distractions Use of knives, tools & other sharp objects to be monitored by the member of staff delivering activity |

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|--|------|---|---|--|
| | | | | <ul style="list-style-type: none"> All student's knives & penknives collected at beginning of course All bushcraft cutting tools stored in sheaths as available and out of site in closed bags & stowed in tents or kit van. Missing tools reported to NLD Office & school informed immediately |
| Fire lighting | Team | L | M | <ul style="list-style-type: none"> Clear briefing on equipment and methods used Full safety brief on activity Instruction and demonstration of proper techniques. Long hair tied back Awareness of potential for drill to spring out when using the bow drill Supervision of students at all times Students to adopt the safe kneeling position whilst lighting or around the fire A water bucket or running water must be immediately on hand |
| Open Fires | Team | M | H | <ul style="list-style-type: none"> Full safety brief on activity Supervision of students at all times Easy access to water for extinguishing the fire Fire location – check for overhanging branches, nearby vegetation, soil type, away from other activities Fire size appropriate to task Briefing regarding behaviour, seating, placing wood on the fire |
| Cooking over fires, Pizza Ovens and Pits | Team | M | H | <ul style="list-style-type: none"> Instruction and demonstration of proper techniques, and full safety brief on activity Supervision at all times of the process Heat proof gloves to be used Hands washed prior to preparing, cooking or eating food Coals should only be moved with steel shovels |
| Shelter building | Team | M | M | <ul style="list-style-type: none"> Full safety brief on activity - highlight the risk to face and eyes Instruction on construction and collection of materials Clear briefing and guidance on collecting and carrying materials. All shelters to be checked for structural safety by Instructor Nighttime supervision by staff Additional blankets and sleeping bags available in case of cold weather. |

Risk Assessment (Full) – V2 (Reviewed March 2024)

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|----------------------------|------|---|---|--|
| | | | | <ul style="list-style-type: none"> Use gloves when necessary |
| Water purification | Team | L | M | <ul style="list-style-type: none"> Full safety brief to be given to instructor Participants to not drink water filtered |
| Flora | All | L | H | <ul style="list-style-type: none"> Safety brief not to touch any fungus or berries, and not to eat anything found in the woods |
| External Onsite Activities | All | M | L | <ul style="list-style-type: none"> Full safety brief on activity by the provider and site manager Instructors must be fully aware of the specific site risk assessment for the activity Where possible training and advice provided by the specific provider or technical advisor |

First aid scenarios (Including stretcher carrying)

| Hazard | Who may be harmed | Risk | | Control Measures |
|---------------------------|-------------------|------------|-------------|---|
| | | Likelihood | Consequence | |
| Terrain | | | | |
| Fall whilst being carried | Team | M | L | <ul style="list-style-type: none"> Staff must inspect the equipment before carrying someone Improvised stretchers to be made from materials strong enough to support the weight of the person being carried. Stretchers & knots to be inspected by the member of staff delivering the session. Staff must brief the participants on the correct techniques of picking up, carrying and lowering someone When carrying a stretcher, a spotter is required to walk in front of the team identifying hazards etc. Team members not involved in a stretcher carry to spot stretcher bearers Staff must ensure that when the group lower a person after being carried, the ground beneath is suitable and has no hard object, such as stones or boulders and that the lowering is conducted under control |
| Cuts | Team | VL | M | <ul style="list-style-type: none"> Staff to brief participants on the nature of the day/tasks |
| Lifting injuries | Team | M | L | <ul style="list-style-type: none"> Participants briefed on proper lifting techniques at specific tasks where injuries could occur Staff to monitor lifting techniques being used Stretcher bearers are to rotate with other team members not involved in the carry at regular intervals |
| Physical contact | Team | VL | M | <ul style="list-style-type: none"> Staff to brief participants on the nature of the day/tasks |

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|----------------|------|----|---|---|
| | | | | <ul style="list-style-type: none"> • Staff are to ensure that participants are not placed in to compromising positions • Demonstration of casualty examination to be carried out between adult staff. • Participants only to carry out casualty examination with participants of the same gender |
| Other injuries | Team | VL | M | <ul style="list-style-type: none"> • Staff to brief participants not to throw equipment or heavy items • Stretchers with a person on-board should only be carried over a short distance. |

Coronavirus Policy Statement

The following risk assessment covers all No Limits Development activities, is aligned to government guidance and to the “living with Covid” approach being implemented from the 24th February 2022. Where using 3rd party facilities, we continue to follow all their guidance.

| Hazard | Who may be harmed | Risk | | Control Measure |
|---|---|------------|-------------|---|
| | | Likelihood | Consequence | |
| Getting or spreading coronavirus from surface or hand to hand contact | <ul style="list-style-type: none"> • All | Low | Med | <ul style="list-style-type: none"> • Continue to provide Alcohol Hand gel at all permanent work sites (e.g. offices) and on courses where equipment or vehicles are provided by NLD • Continue to encourage all to wash hands thoroughly throughout the day and before eating or drinking • Ensure adequate cleaning supplies are maintained • Display posters to promote frequent and thorough handwashing • Continue to clean equipment upon return to stores and before sending out • Promote the cleaning of equipment between users where possible • Minimise equipment used to that required by the task (either for a course, or in the office) • Continue frequent cleaning of high traffic areas |

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|---|--|-----|------|--|
| Getting or spreading coronavirus due to poor ventilation or overcrowded spaces | <ul style="list-style-type: none"> All | Low | Med | <ul style="list-style-type: none"> Where multiple persons are using the building at once, maintain good communication regarding shared spaces, and commonly touched surfaces Consider the use of space for an activity, and where possible use a bigger or better ventilated space Continue to promote reasonable "social distance" where possible Where the benefits do not cause harm, continue to promote ventilation by keeping doors and windows open. Provision for home working continues for office based staff |
| Mental health and wellbeing affected through isolation or anxiety about coronavirus | <ul style="list-style-type: none"> NLD Staff | Low | Med | <ul style="list-style-type: none"> Maintain usual communication using other means (phone email, online etc.) Ensure all staff are aware of the need to talk openly, discuss concerns and support one another |
| Increased risk of infection and complications for vulnerable workers | <ul style="list-style-type: none"> Vulnerable workers | Low | High | <ul style="list-style-type: none"> Ensure all employees who consider themselves vulnerable (or are considered so by current NHS guidance) make the Ops Manager aware Where there is a need for coming into the premises, (where another person can do so on the vulnerable persons behalf) this should be discussed with the Ops Manager and a suitable plan put in place (e.g. lone working, or alternative personnel) |

Version History

- V1 – Reviewed by Matt Simmon and Tony Ward with no revisions – Dec 2023
- V2 – Reviewed by Matt Simmon and Tony Ward with the following notes – March 2024
 - Addition of Mountain Biking
 - Review without change of water sports by Mark Dennison
 - Minor revisions made to Transportation to ensure the document links to the NLD vehicle policy which must be followed by all NLD vehicle users.