

Risk Assessment

Holt Hall Field Studies Centre

Map Reading and Compass Skills

Location

Holt Hall

Risks

The following risks are applicable to anyone taking part in this activity.

- Problems due to inadequate supervision.
- Problems arising from young people being alone on the estate.
- Problems arising from young people becoming lost.
- Difficulty in reaching a first aider.
- Difficulty in gathering the group of young people back together.
- Lake risks including drowning, hypothermia, sickness, weils disease.
- Being run over by vehicles on the public road or the estate road.
- Injuries from moving through woodland such as twigs in eyes, trips and falls, branches falling onto young people, falling out of trees, cuts from sharp plants such as brambles, poisoning by plants and fungi.
- Medical issues, especially asthma and diabetes.
- Allergy to insect bites, stings and nuts.
- All risks heightened by orienteering at dusk or at night.

Control Measures

- Young people must be made aware of where to find an adult in an emergency.
- During the compass trail an adult must stay close to the estate road to slow any traffic and alert children to the presence of traffic.
- All pairs or small groups of orienteers and adults must carry a whistle in case of an emergency.
- Staff should position themselves at strategic points around the course to assist young people as follows:

White Line and Score Courses staff location

- Staff at start / finish point on front lawn. Staff by control 8 and 16. Adult at Control 16 should stop any approaching vehicle to warn its driver that there are young people crossing estate road.
- Staff between controls 32 and 25.

Yellow Score Course staff location

- Staff at Control 2.

- Staff between Controls 3 and 10 to patrol boundary with neighbouring estate.
- Staff on the estate road between the lakes.
- Staff between Controls 1 and 7.

Orange Score Course staff location

- Staff between Control 2 and the lake.
 - Staff between Controls 3 and 10 to patrol boundary with neighbouring estate.
 - Staff between Controls 32 and 25.
 - Staff at Control 34.
- Young people may not work alone. Groups of two or three are ideal, larger groups are possible but the larger the group the more likely they are to split up. Young people must be encouraged to stay together and co-operate as a team. Staff who know the young people should be involved with deciding who works with who. Friendship groupings usually work best. This is not the best activity to test young people's ability to work with others that they do not know. They are more likely to split up and rejoin with their friends when they are out on the estate out of site of staff, possibly leaving a child on their own.
 - In an emergency young people should shout for assistance and blow their whistle with three short blasts.
 - To avoid young people becoming lost, ensure all young people listen to a full introduction to map skills. All young people should be advised to avoid green areas on the map which are thickets.
 - If any young person thinks they are genuinely lost they should stand still, call for assistance and blow their whistle with three short blasts. Any young person or staff member who hears a cry for help must try to assist.
 - In the event of a suspected lost child follow the Centre's Lost Children Procedure.
 - If any young person needs first aid assistance, call for help and blow their whistle with three short blasts. A member of staff should be in calling distance.
 - All staff must have whistles and a watch so that whistles can be blown with single long blows right across the estate when the time is up.
 - Ensure everyone knows where to return to when the time is up and where to go before the time is up if young people complete the course early.
 - Young people must have a shower if they fall into the lake or get lake water on themselves.
 - Young people should be told to take care when crossing the estate road.
 - Young people should be informed about possible injuries in woodland and be asked to be cautious.
 - Young people may not climb trees.
 - Young people informed of areas which are out of bounds.

- Arrangements made with visiting staff if there are diabetics in the group – this may involve the young person carrying food or drinks on their person.
- Holt Hall staff must check nominal roll for any allergies and make necessary arrangements with young people and visiting staff.
- Asthmatics must have their inhalers with them at all times
- Young people must be told not to eat anything that they find in the woods.
- All young people should wash their hands with soap at the end of this activity.
- If your group is orienteering in the dark there are high-visibility jackets available for staff. Every young person group must have or be provided with a working torch.

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