

# Risk assessment form

|  |  |  |   |                                 |   |                                 |                 |
|--|--|--|---|---------------------------------|---|---------------------------------|-----------------|
| Event/ Activity (brief description): Generic Fire risk assessment for Jubilee campsite               |  |  |   |                                 | Date:   |                                 |                 |
| Leader in Charge:  | Numbers Attending:                                       |  | Adults: <sup>1</sup>                        |                                 | Girls/Young Women:  |                                 | General Public: |
| Consent for Event/ Activity forms completed:<br>Yes                      No                      N/A |  |  | Venue:                                      |                                 | Instructor qualification checked*<br>Yes    No                    |                                 |                 |
| <b>Hazards</b><br>What could cause harm or damage?   | <b>Who or what is at risk of being affected and how?</b> | <b>What are you already doing?</b><br>How have you reduced the risk already? | <b>Likelihood of risk occurring (L/M/H)</b> | <b>Severity of Risk (L/M/H)</b> | <b>Are further controls necessary?</b> What else needs to happen to reduce the risk to an acceptable level? | <b>Action by:</b><br>name/ date |                 |
| hob  | all  | Appropriate Fire extinguishers/Fire Blanket                                  | L   | M                               |   |                                 |                 |
| Electrical fires   | all  | Appropriate Fire extinguishers/Fire Blanket                                  | L   | L                               |   |                                 |                 |
| Candles  | all  | Appropriate Fire extinguishers/Fire Blanket                                  | L   | L                               |   |                                 |                 |
| Altar Fire   | all  | Fire extinguishers/Fire Blanket  | L   | L                               | Equipping Fire points around the site with beaters and fire buckets   |                                 |                 |

<sup>1</sup> Adults refers to adult volunteers who are part of the team delivering the event or activity

\*Refer to [the activities finder](#) for information about instructor qualifications

|              |       |                                 |   |   |   |  |
|--------------|-------|---------------------------------|---|---|---|--|
| Pizza Oven   | all   | Fire extinguishers/Fire Blanket | L | L | Carefully supervise as extremely hot. Read instructions carefully. Cold Water on hand . Specialist tools to be used |  |
| BBQ's        | all   | Fire extinguishers/Fire Blanket | L | M | Equipping Fire points around the site with beaters and fire buckets   |  |
| Patrol fires | all   | Fire Buckets/Fireblanket        | L | M | Equipping Fire points around the site with beaters and fire buckets   |  |
| Incinerator  | Adult | Fire Buckets/Fireblanket        | M | M | Equipping Fire points around the site with beaters and fire buckets   |  |
| Campfire     | all   | Fire Buckets/Fireblanket        | L | L | Equipping Fire points around the site with beaters and fire buckets   |  |
|              |       |                                 |   |   |   |  |
|              |       |                                 |   |   |   |  |
|              |       |                                 |   |   |   |  |
|              |       |                                 |   |   |   |  |

|  |                        |             |
|--|------------------------|-------------|
| <b>Decision:</b> once all the actions are carried out, can you manage the risk and go ahead with this event or activity?<br>(ie have a degree of challenge and risk whilst keeping girls safe) |                        | Yes X<br>No |
| <b>If you answered 'no' to the above 'Decision' questions please explain why:</b>  |                        |             |
| <b>Risk Assessment completed by:</b> Jubilee Management Committee<br>insert name and role  | <b>Date completed:</b> | 30.03.2019  |
| <b>Has the Risk Assessment been shared with the leadership team?</b>   |                        | Yes X<br>No |
| <b>Risk Assessment due for review:</b> insert date (no more than 12 months time)   | <b>Date:</b>           | 30/03/2020  |

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## What to do



## How to do it

Look at things that can cause injury or damage, thinking about activity, location and surroundings

Think about the people around, not just members, who could be injured or affected by the activity

See matrix below. Think about how serious the risk is to people and property. What is already in place to prevent the injury or damage and does this reduce the risk?

List actions required to reduce risk.  
Decide if you want to go ahead.

Make sure everyone knows what they are going to do and by when.  
Make sure it is done and record it

| Severity<br>Likelihood                      | Slight harm<br>superficial injuries, minor cuts and bruises | Harmful<br>minor fractures, ill health leading to minor disability | Extremely harmful<br>multiple injuries, major fractures, fatalities |
|---|---|--|---|
| <b>Unlikely</b><br>Rarely happens           | Low   | Low  | Medium  |
| <b>Likely</b><br>Often happens              | Low   | Medium   | High  |
| <b>Very likely</b><br>Nearly always happens | Medium  | High   | High  |