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| **Name of Section or Activity** | **Bibby Farm Campsite and Activity Centre**  **Mountain Bikes** | **Date of risk assessment** | **5th Sept**  **2020** | **Name of who undertook this risk assessment** | **Daren Williams** | **COVID-19 readiness level transition** | **Red to Amber** | Version No | **03.12.03.2021** |

| **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?** |
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| ***Hazard*** *– something that may cause harm or damage.*  ***Risk*** *– the chance of it happening.* | *Young people,*  *Leaders,*  *Visitors?* | ***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.* | *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.* |
| **Mountain Bikes**  **Risk:** Normal and COVID19 Hazards | Young people,  Leaders,  Staff /Volunteers | Ensure leaders have seen and read the appropriate Risk Assessments (R.A)   * Standard Mountain Bikes Risk Assessment (HASMOP) * COVID19 Restart Risk Assessment Mountain Bikes * COVID19 Restart Risk Assessment Site Reopening (Visitors) * COVID19 Restart Risk Assessment First Aid Incident |  |
| **Administration Procedures**  **Risk:** Spread of infection due to lack of Administration Procedures |  | * Signage local to Mountain Bike pick up point to remind people of social distancing and the need for good hygiene procedures. * Sessions to be pre- booked prior to visit. * Multiple group sessions during evening or day visits only allowed if there is sufficient time for the necessary cleaning between groups to be carried out |  |
| **Mountain Bikes**  **Risks:** Spread of infection due to lack of Social Distancing | Young people,  Leaders,  Staff/ Volunteers | * Leaders to ensure social distancing of members when picking up bicycles and helmets from outside Activity Barn. * If more than six members in session split into sets leaders to ensure members waiting to ride maintain social distancing. * Where social distancing is not practicable e.g. adjusting helmets leader or staff member and participant should wear a visor or mask. | . |
| **Mountain Bikes**  **Risk** Spread of infection due to lack of personal hygiene |  | * Everyone to sanitise their hands before, during and after the activity * Any visors or masks used should be cleaned or changed at end of session. * Extra caution must be taken not to touch mouth or face |  |
| **Mountain Bikes**  **Risk:** Spread of infection due to contamination of bikes and Helmets at start of session |  | * Each group will receive bikes and helmets that have been cleaned at completion of session prior to storage. Additional cleaning must be carried out prior to commencement of activity to ensure that they are free of any contamination that might have occurred during storage. * High touch points of bikes to be cleaned using a sanitising agent and wiped dry with paper roll. * Each member to be allocated a helmet for the duration of the session. * Inside of helmets and straps to be sprayed with a sanitising agent and wiped dry with paper roll. * Sanitising agent to be suitable for skin contact |  |
| **Mountain Bikes**  **Risk:** Spread of infection due to contamination of bikes and Helmets during session | Young people,  Leaders,  Staff /Volunteers | * If more than one set of cyclists in a group high touch points of bicycles (seats and handlebars gear change leavers) to be wiped down with sanitising agent prior to being used by the next set. |  |
| **Mountain Bikes**  **Risk:** Spread of infection due to contamination of Bikes and Helmets at completion of session. | Young people,  Leaders,  Staff/ Volunteers | **Helmets**   * At completion of session helmets to be sprayed with a sanitising agent and wiped dry with paper roll paying attention to the straps. and inside of the helmets and if possible, quarantine for 72 Hours.   **Mountain Bikes**   * Prior to returning to storage bikes, if required to be hosed down with water to clear any debris (Apron, gloves visor or mask to be worn). * To ensure mountain bikes are free from contamination, at completion of session for the day or evening and if bookings allow, mountain bikes to be quarantined 72 hours. * If not possible to quarantine for 72 hours additional cleaning will be necessary before future use. Using a power sprayed with a sanitising agent and wipe down with paper roll). Visors and mask to be worn. * Visors to be wipe clean using sanitising agent after the end of each group’s session and at the end of a day’s booking. Aprons and masks placed in quarantine for 72 hours after use of the power sprays (Water and sanitising agent). |  |
| **Waste Disposal**  **Risk: -** Spread of infection due to waste accumulation | Young people,  Leaders,  Staff/ Volunteers | * Sufficient refuse bins are to be made available and regularly cleared and sanitised.   Waste to be emptied daily and disposed of in accordance with current government guidelines |  |
| **First Aid Incident**  **Risk** Spread of infection during treatment | Young people,  Leaders,  Staff/ Volunteers | * Refer to COVID19 First Aid Risk Assessment |  |
| ***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.* | | | |

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| **Checked by Line Manager** | **Brian Davies**  **Director**  **Date 10th Sept 2020** | **Checked by Executive** | **Diane Hawkins.**  **Chair Bibbys Farm Ltd Bolton Scout Trust**  **Date 23rd Oct 2020** |
| **Approved by Commissioner** | **Nisbah Hussain**  **Regional Commissioner North West**  **Date 07th Dec 2020** | **Approved by Executive** | **Stephen Lewis**  **President Bolton Scout Trust**  **Date 28th Oct 2020** |
| **Notification of level change** | **Date 07th Dec 2020**  **Cathy Ward GMN C.C.** | | |

We take personal data privacy seriously. The data in this form is used to assess the suitability for the return to face to face Scouting based on the controls put in place. The personal data in this form is used to identify the individuals who have completed and approved the risk assessment. This includes the individual who undertook the assessment, the line manager, Executive members and County Commissioner, who will all have access to this data. Scouts headquarters will retain this data for 3 years after the Covid-19 readiness level goes to ‘Green’ and does not return to ‘Amber’ or ‘Red’ to act as evidence of the assessment taking place. For further details on the Scouts data processing stance please visit our Data Protection Policy here. <https://scouts.org.uk/DPPolicy>’.