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| **Name of Section or Activity** | **Bibby Farm Campsite and Activity Centre**  **Cave Bus** | **Date of risk assessment** | **28/12/2020** | **Name of who undertook this risk assessment** | Brian Davies | **COVID-19 readiness level transition** | Amber | Version No | 02.14.06.2021 |

| **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.* |
| **Cave Bus**  **Risks** Normal and COVID19 Hazards | Participants  Leaders,  Instructors  Volunteer | Ensure leaders have seen and read the appropriate Risk Assessments (R.A)   * COVID19 Restart Risk assessment Cave Bus * Risk assessment Cave Bus HASMOP * COVID19 Restart Risk Assessment. Site Reopening (Visitors) * COVID19 Restart Risk Assessment First Aid Incident |  |
| **Operational Procedures**  **Risk** Spread of infection due to lack of Administration Procedures | Participants,  Leaders  Staff / Volunteers, | * Sessions to be pre booked prior to visit. * Front and rear doors of the Cave Bus must be fully open at all times. * All emergency escape hatches will be open and removed from the Cave Bus. * Participants should wear long sleeves and trousers. * Participants must be supervised by an adult. | Cave bus staff to undergo regular retraining |
| **Hazard -, Covid-19**  **Risk** - Transmission of Covid-19 by not maintaining social distancing within specific Groups / Sections when using the Cave | *Young people,*  *Leaders*  *Staff / Volunteers*  *,* | * Signage at Cave Bus location to remind people of social distancing and the need for good hygiene procedures. * Leaders to ensure participants waiting to enter the Cave Bus maintain social distancing. * Only one adult for supervision to be on the Cave Bus at any one time.(except for an emergency) * The adult to remain at the driving end of the bus unless there is an emergency. * Only one participant to enter bus awaiting access to cave. * Instructor to brief participants to keep 2m apart. inside the cave at all time. * Where social distancing is not practicable e.g., helmet adjustment leaders or staff, when assisting, must wear a visor or mask. |  |
| **Hazard - , Covid-19**  **Risk –** Spread of infection due to contamination when in and around bus and cave system. | *Young people,*  *Leaders*  *Staff / Volunteers,* | * Cleaning of the Cave Bus will be carried out on a regular basis using approved cleaning agents. * All high touch surfaces external to the cave system( handles to be regularly wiped with anti-bacterial wipes. * Everyone using the cave bus should clean their hands using an anti-bacterial sanitiser before and after entering the bus. * Extra caution must be taken not to touch mouth or face, |  |
| **Hazard Cave Bus**  **Risk:** Spread of infection due to contamination of Cave Bus equipment e.g., Helmets torches at start of session | *Young people,*  *Leaders*  *Staff / Volunteers* | * Each member of the group will receive a helmet and torch for the duration of the session 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. * Inside of helmets and straps and torches to be sprayed with anti- bacterial sanitising agent and wiped dry with paper roll. Sanitising agent to be suitable for skin contact. * Helmets shall not be transferred between participants |  |
| **Hazard Cave Bus**  **Risk:** Spread of infection due to contamination of Cave Bus and Helmets at completion of session | *Young people,*  *Leaders*  *Staff / Volunteers* | * To ensure equipment is free from contamination at completion of session and if bookings allow helmets/ torches to be quarantined in sets for 72hrs. * If not possible to quarantine for 72 hours additional cleaning will be necessary before future use. * Inside of helmets and straps and torches to be sprayed with anti- bacterial sanitising agent and wiped dry with paper roll. * Sanitising agent to be suitable for skin |  |
| **Hazard confirmed case of Covid 19.**  **Risk**  COVID 19 infection | *Leaders*  *Staff* | * Cave Bus to be quarantined for a period of one week before staff can enter to clear activity. * All surfaces to be sprayed with sanitising agent and wiped dry. |  |
| **Hazard - Covid-19**  **Risk** –  Transmission of Covid-19 in the event of an emergency rescue required | *Young people,*  *Leaders*  *Staff / Volunteers* | * It is acknowledged in the event of an emergency that requires a participant to be rescued from the Cave system there may be a requirement to decrease social distancing. Once the rescue has been completed, social distancing should be re-established. Appropriate hand washing should be carried out and the event recorded by the Leaders. |  |
| **Waste Disposal**  **Risk: -**  Spread of infection due to waste accumulation | *Young people,*  *Leaders*  *Staff / Volunteers* | * Sufficient refuse bins for wipes etc.to be made available. * Waste to be emptied and disposed of in accordance with current government guidelines. |  |
| **First Aid Incident**  **Risk:**  Spread of infection doe to treating patient. | *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** | Name, Peter Sturgess  Role / level Centre Manager  Date 21/06/2021 | **Checked by Executive** | Name, Diane Hawkins  Role / level Chair of Bibbys Farm Ltd and Bolton Scout Trust  Date 24 June 2021 |
| **Approved by Commissioner** | Name, Nisbah Hussain  Role / level NW Reg Cmmr  Date 25 June 2021 | **Approved by Executive** | Name, Stephen Lewis  Role / Level, President of Bolton Scout Trust  Date 25 June 2021 |
| **Notification of level change** | Date and by who  Cathy Ward CC GMN | | |

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. Scout’s 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>’.