



# RISK ASSESSMENTS

This document has been compiled to manage and reduce the risk of our activities. It is reviewed continuously. An annual review of this document is conducted each winter by an appropriate manager, with assistance from our qualified staff, and where necessary, our technical advisor and the relevant National Governing Body.



# MENDIP RISK ASSESSMENT INDEX

REVISED APRIL 2019

NO	ACTIVITY	GENERIC RISKS (PAGE 3)	SPECIFIC RISKS	NGB QUALIFIED INSTRUCTORS	IN HOUSE TRAINING	STANDARD PROCEDURES	ACTIVITY ON OUR SITE	ACTIVITY OFF SITE	PROTECTIVE EQUIPMENT	FIRST AID COVER	MAX RATIO	£5M INSURANCE	RISK LEVEL
1	AIR RIFLE	✓	✓	✓	✓	✓	✓		✓	✓	1:12	✓	LOW
2	ARCHERY	✓	✓	✓	✓	✓	✓	✓	✓	✓	1:12	✓	LOW
3	ARCHERY ACTIVE	✓	✓	N/A	✓	✓	✓	✓	✓	✓	1:16	✓	LOW
4	ASSAULT COURSE	✓	✓	N/A	✓	✓	✓	✓	✓*	✓	1:8	✓	LOW
5	AXE THROWING	✓	✓	N/A	✓	✓	✓	✓		✓	1:8	✓	LOW
6	BUSHCRAFT	✓	✓	N/A	✓	✓	✓	✓		✓	1:16	✓	LOW
7	CANOE / KAYAK	✓	✓	✓	✓	✓	✓	✓	✓	✓	1:8 / 1:6	✓	LOW
8	CAVING	✓	✓	✓	✓	✓	✓	✓	✓	✓	1:8 / 2:8 / 2:6 1:12	✓	LOW
9	CLIMB/ABSEIL	✓	✓	✓	✓	✓	✓	✓	✓	✓	1:10	✓	LOW
10	CRATE STACK	✓	✓	N/A	✓	✓	✓		✓	✓	1:14	✓	LOW
11	FRISBEE GOLF	✓	✓	N/A	✓	✓	✓	✓		✓	N/A	✓	LOW
12	SELF LED FRISBEE GOLF	✓	✓	N/A	✓	✓	✓	✓			N/A	✓	LOW
13	EVENING ACTIVITIES	✓	✓	N/A	✓	✓	✓	✓		✓	Bespoke	✓	LOW
14	HILL WALKING	✓	✓	✓	✓	✓	✓	✓		✓	Bespoke	✓	LOW
15	MOUNTAIN BIKES	✓	✓	✓	✓	✓	✓	✓	✓	✓	1:8	✓	MEDIUM
16	ORIENTEERING	✓	✓	✓	✓	✓	✓	✓		✓	1:12	✓	LOW
17	SELF LED ORIENTEERING	✓	✓	✓	✓	✓	✓	✓			Bespoke	✓	LOW
18	PIONEERING	✓	✓	N/A	✓	✓	✓	✓	✓*	✓	1:12 / 2:12	✓	LOW
19	RAFT BUILD	✓	✓	N/A	✓	✓	✓	✓	✓	✓	1:8	✓	LOW
20	SNOWSPORTS	✓	✓	✓	✓	✓	✓		✓	✓	1:8	✓	MEDIUM
21	SNOWSPORTS UNSUPERVISED	✓	✓	✓	✓	✓	✓			✓	N/A	✓	MEDIUM
22	TOBOGGANING	✓	✓	N/A	✓	✓	✓			✓	N/A	✓	LOW
23	TEAM BUILDING	✓	✓	N/A	✓	✓	✓	✓	✓*	✓	1:16	✓	LOW

\* Protective Equipment will be provided during certain elements of the activity

# MENDIP GENERIC RISKS (APPLIES TO ALL ACTIVITIES)

REVISED JULY  
2017

HAZARD	WHO IS AT RISK?	UNMANAGED RISK	CONTROL MEASURES	MANAGED RISK
Medical emergency caused by pre-existing medical condition	Instructors, group and other visitors	HIGH	<ul style="list-style-type: none"> <li>Participants complete a medical declaration prior to session</li> <li>Instructor to check all medicals prior to session</li> <li>Instructors are qualified first aiders</li> <li>Participants are requested to make themselves known to their supervising instructor if they have any pre-existing conditions</li> <li>In the very unlikely event that a participant should suffer from a medical emergency (i.e. heart attack, stroke, epileptic fit, diabetic emergency) the emergency services will be contacted. Appropriate First aid treatment will be administered.</li> <li>At the earliest opportunity the Mendip office will be informed and our emergency procedures instigated if appropriate</li> </ul>	LOW
Inappropriate behaviour	Instructors, group and other visitors	LOW	<ul style="list-style-type: none"> <li>Abandon session if bad behaviour could affect the safety of the group</li> </ul>	LOW
Ticks: Lyme Disease	All	LOW	<ul style="list-style-type: none"> <li>Advise groups to wear trousers</li> <li>Brief groups on Ticks and how to get them removed</li> <li>Inform the group of the symptoms and when to seek further medical assistance</li> <li>Issue Tick Advice card from First Aid Kit</li> </ul>	LOW
Weather conditions causing injury- Hyperthermia Hypothermia	Instructors, group and other visitors	MEDIUM	<ul style="list-style-type: none"> <li>Kit lists supplied in advance of activity session</li> <li>Instructor to check all participants are dressed suitably to the weather conditions</li> <li>Instructor to advise participants to apply sun cream when appropriate</li> <li>Instructor to ensure group has enough water / fluids</li> <li>Instructor to carry mobile phone and first aid kit</li> <li>During overhead lightning groups will be taken to the safer location</li> <li>In extreme conditions the activity may be delayed, postponed or cancelled</li> </ul>	LOW
Waterborne disease: Weil's disease	All	LOW	<ul style="list-style-type: none"> <li>Inform the group of the risks and what to do if they become ill</li> <li>Make sure groups wash their hands at the end of the session</li> <li>Advising any existing cuts are covered up with a waterproof covering.</li> </ul>	LOW

1: AIR RIFLES		IMPORTANT NOTE: Our Generic Risk Assessment also applies to this activity		PPE	✓
				FIRSTAID	✓
MINIMUM INSTRUCTOR QUALIFICATION		National Small-bore Rifle Association Youth Proficiency Scheme Tutor. For supervising anyone under the age of 17 years old, the supervisor must be over 21 years old.		RATIO	1:12
HAZARD	WHO IS AT RISK?			UNMANAGED RISK	CONTROL MEASURES
Injury caused by: - Unauthorised use of weapons - Shooting towards group/visitors - Ricochet of pellets - Re-bound eye injury	Instructors, group and other visitors	HIGH	<ul style="list-style-type: none"> <li>• Qualified Instructors to run the session</li> <li>• Rifles to be locked in appropriate secure storage when not in use</li> <li>• Safety briefing and demonstration at the beginning of the session</li> <li>• Instructor vigilance during session</li> <li>• Seated shooting area with guns pointing down range</li> <li>• Safety glasses to be worn by all participants and spectators</li> <li>• No pellets left next to the rifles when collecting the targets/people are down range.</li> <li>• Appropriate range distance set up to minimise ricochet potential</li> <li>• Impact absorbing material at the end of the range</li> <li>• Immediate access to a first aid kit by an instructor at all times</li> <li>• Mobile phone to be taken to the site of activity by the I/C Instructor</li> </ul>	LOW	
Injury caused by: - Trapping finger in barrel when loading - Cutting hands on targets / cans - Pellets straying out of bounds - Accidental firing of air rifle whilst being carried to the range	Instructors, group and other visitors	MEDIUM	<ul style="list-style-type: none"> <li>• Clear instruction provided by qualified instructors</li> <li>• Instructor vigilance during session</li> <li>• Use absorbent material behind targets to absorb pellets</li> <li>• Ensure all targets are placed on the floor of the outside range</li> <li>• When left unattended air rifles are left un-cocked and broken.</li> </ul>	LOW	

## 2: ARCHERY

**IMPORTANT NOTE:** Our Generic Risk Assessment also applies to this activity

PPE ✓

FIRSTAID ✓

**MINIMUM INSTRUCTOR QUALIFICATION**

Archery GB Leader Award or GNAS Archery Leader (until 31st Dec 2017)

RATIO 1:12

HAZARD	WHO IS AT RISK?	UNMANAGED RISK	CONTROL MEASURES	MANAGED RISK
Injury caused by: Jewellery / clothing / hair becoming caught in the string Walking into an arrow Bow limbs breaking	Instructors, group and other visitors	MEDIUM	<ul style="list-style-type: none"> <li>• Watches, bracelets, rings and dangly earrings should be removed (if possible, if not taping over) and long hair and toggles/drawstrings on jumpers tied back to prevent them getting caught in the bow string</li> <li>• Groups instructed not to draw bows without arrows as bow limbs could be damaged, causing injury</li> <li>• Instruction is provided on collecting the arrows to prevent people walking into them</li> <li>• Any lost arrow should be looked for straight after losing, if not found then must be reported to the lead instructor and noted on the diary to keep looking for it</li> <li>• Maximum of 6 students at the shooting line per instructor.</li> <li>• Immediate access to a first aid kit by an instructor at all times</li> <li>• Mobile phone is required to be taken to the site of activity by the I/C Instructor</li> <li>• Relevantly qualified staff to run the session</li> <li>• Not allowing bows and arrows to be left together unattended at any time</li> </ul>	LOW
Injury caused by: Inappropriate range set up Malicious behaviour	Instructors, group and other visitors	HIGH	<ul style="list-style-type: none"> <li>• Safety briefing to include range rules and expectations</li> <li>• Warning signs to be displayed around the area at access point</li> <li>• Checking behind the stop net regularly to ensure no one is behind</li> <li>• Close control of the range</li> <li>• Abandon session if bad behaviour could affect the safety of the group</li> </ul>	LOW

### 3: ARCHERY ACTIVE

**IMPORTANT NOTE:** Our Generic Risk Assessment also applies to this activity

PPE ✓

FIRSTAID ✓

**MINIMUM INSTRUCTOR QUALIFICATION**

In house assessed + Archery GB Award

RATIO 1:16

HAZARD	WHO IS AT RISK?	UNMANAGED RISK	CONTROL MEASURES	MANAGED RISK
Injury caused by: Tripping / slipping / falling Being hit in the face by an arrow Players not following game rules Close range shots Bow limbs breaking	Instructors, group and other visitors	MEDIUM	<ul style="list-style-type: none"> <li>Trained instructors to facilitate all sessions</li> <li>Players instructed not to draw bows without arrows as limbs could cause injury</li> <li>Immediate access to a first aid kit by an instructor at all times</li> <li>Lead Instructor to carry mobile phone</li> <li>All players / Instructors must wear a protective face mask unless in a safety zone</li> <li>Players will only be given bows/ arrows once all players are wearing a face mask</li> <li>Bows and arrows will be kept separately in different areas when not in use</li> <li>There will be a 15 metre exclusion zone surrounding all game areas</li> <li>Safety briefing is to take place with all players and understanding checked</li> <li>Players are not permitted to shoot each other at close range</li> <li>Players are briefed on the safety method of calling the supervising member</li> </ul>	LOW
Being hit by a damaged arrow	Instructors, group and other visitors	HIGH	<ul style="list-style-type: none"> <li>All arrows will be closely monitored to ensure no defective arrows are ever in play</li> <li>Advice given on how to easily identify a defective arrow and take it out of play</li> </ul>	LOW
Injury caused by: Jewellery / clothing / hair catching in the bow string Misunderstanding of game rules Malicious behaviour Inappropriate game areas	Instructors, group and other visitors	LOW	<ul style="list-style-type: none"> <li>Watches, bracelets, rings and dangly earrings should be removed (if possible, if not taped over) and long hair and toggles/drawstrings on jumpers tied back to prevent them getting caught in the bow string</li> <li>Abandon game if bad behaviour could affect the safety of the group</li> <li>Warning signs to be displayed around the area at access point · Safety exclusion zone of 15metres around the game area</li> <li>Close control of the game area at all times</li> </ul>	LOW
Falling on rock surface Falling off edge of quarry	Instructors, group and other visitors	HIGH	<ul style="list-style-type: none"> <li>Initial safety briefing to inform group members of the risks of the quarry</li> <li>Clear boundaries given to all group members during briefing</li> <li>Groups are advised of the uneven surface</li> <li>Bark chippings to be placed in the game area to soften the area.</li> <li>Game areas are located away from edges of the quarry</li> </ul>	LOW

# 4: ASSAULT COURSE

**IMPORTANT NOTE:** Our Generic Risk Assessment also applies to this activity

PPE ✓

FIRSTAID ✓

## MINIMUM INSTRUCTOR QUALIFICATION

In house assessed

RATIO 1:8

HAZARD	WHO IS AT RISK?	UNMANAGED RISK	CONTROL MEASURES	MANAGED RISK
<p>Injury to participants e.g. broken bones, twists, cuts, slips caused from:</p> <p>Jewellery/clothing becoming caught</p> <p>Walking into obstacles</p> <p>Trapping body parts</p> <p>Slipping off obstacles</p> <p>Poor lifting techniques</p> <p>Being dropped when being lifted or assisted through obstacles</p> <p>Falling from height</p> <p>Incorrectly dismounting obstacles</p> <p>Hard contact with objects</p>	Instructors and group	MEDIUM	<ul style="list-style-type: none"> <li>Watches, bracelets, rings and dangly earrings should be removed (if possible, if not taped over) to prevent them getting caught on obstacles</li> <li>Each obstacle will be explained and risks discussed prior to use</li> <li>Obstacles are checked on a regular monthly to ensure they are safe. They are also checked visually prior to each use</li> <li>Each obstacle is generally used separately from the adjoining obstacles, except where one obstacle has a minimal risk and does not require direct supervision</li> <li>A sensible pace for the conditions / obstacle is encouraged</li> <li>When using blindfolds. Groups must not race. Only one person blindfolded per instructor on the obstacles at a time</li> <li>Instructor is available to spot as necessary. Only one participant per instructor on the obstacle at a time</li> <li>Immediate access to a first aid kit by an instructor at all times</li> <li>Mobile phone is required to be taken to the site of activity by the I/C Instructor</li> <li>Demonstrate / explain how to dismount safely</li> <li>Instructor is available to spot as necessary</li> <li>Only one participant per instructor on an obstacle at a time as necessary</li> </ul>	LOW
<p>DROWNING: Equipment failure</p> <p>Cold water shock</p> <p>Clients not being able to swim</p> <p>Becoming knocked unconscious</p>	Instructors and group	HIGH	<ul style="list-style-type: none"> <li>All participants to wear buoyancy aids and helmets when on or near the water</li> <li>Participants informed about the cold water</li> <li>All equipment is checked on a weekly basis and also visually when handed out</li> <li>Instructors are in house trained with the FSRT or life saving award and will have the appropriate safety equipment</li> <li>Instructor ensures they know where all their group is at all times. If several people are in the water constant head counts are required to ensure nobody is trapped underwater.</li> </ul>	LOW

# 4: AXE THROWING

**IMPORTANT NOTE:** Our Generic Risk Assessment also applies to this activity

PPE ✓

FIRSTAID ✓

MINIMUM INSTRUCTOR QUALIFICATION

In house assessed

RATIO 1:8

HAZARD	WHO IS AT RISK?	UNMANAGED RISK	CONTROL MEASURES	MANAGED RISK
Injury caused by: Thrown items rebounding towards thrower Thrown items going over the back stop net Burrs on edges caused by clashes.  Arm, elbow, shoulder injuries from throwing.	Instructors, group and other visitors	MEDIUM	<ul style="list-style-type: none"> <li>Instructor to demonstrate correct throwing techniques</li> <li>Safe carrying and passing over of hawks and angels demonstrated and practised.</li> <li>Throwers to stand no closer than 3m throwing line.</li> <li>No one to stand behind axe thrower.</li> <li>Maximum of 4 students at the throwing line per instructor.</li> <li>Immediate access to a first aid kit by an instructor at all times</li> <li>Mobile phone is required to be taken to the site of activity by the I/C Instructor</li> <li>Not allowing hawks or angels to be left unattended at any time</li> </ul>	LOW
Injury caused by: Inappropriate range set up Malicious behaviour	Instructors, group and other visitors	HIGH	<ul style="list-style-type: none"> <li>Safety briefing to include range rules and expectations</li> <li>Warning signs to be displayed around the area at all access points</li> <li>Checking behind the stop net regularly to ensure no one is behind</li> <li>Close control of the range</li> <li>Abandon session if bad behaviour could affect the safety of the group</li> <li>Instructor to consider surroundings carefully before setting up range.</li> </ul>	LOW

# 5: BUSHCRAFT

**IMPORTANT NOTE:** Our Generic Risk Assessment also applies to this activity

PPE	
FIRSTAID	✓
RATIO	1:12

## MINIMUM INSTRUCTOR QUALIFICATION

In house assessed

HAZARD	WHO IS AT RISK?	UNMANAGED RISK	CONTROL MEASURES	MANAGED RISK
Injury caused by: - Using tools incorrectly - Blunt tools - Poor behaviour - Poor instruction & monitoring - Falling trees/branches - Loss of concentration	Instructors, group and other visitors	MEDIUM	<ul style="list-style-type: none"> <li>• Instruction to be provided, including health and safety briefing before the session and each new skill</li> <li>• Tools only given to participants who can behave sensibly, On going monitoring must occur</li> <li>• Tools used on a flat surface</li> <li>• Tools to be kept collected/covered/stored when not in use</li> <li>• Immediate access to a first aid kit by an instructor at all times</li> <li>• Check area to be used for falling branches</li> <li>• When wind speeds are forecast in excess of 40mph the Duty Manager will monitor the woodland at Mendip Snowsport Centre and will make a decision on which areas may be used. If wind speeds rise to dangerous levels on the land then the DM may need to restrict activities from going ahead. The Instructor will also carry out a risk assessment throughout the session.</li> <li>• Mobile phone is required to be taken to the site of activity by the I/C Instructor</li> </ul>	LOW
Getting Lost; not being able to find way back to meeting point	Group	LOW	<ul style="list-style-type: none"> <li>• Clear boundaries to be set by the instructor, for example if using the lower site ensure at all times the clients can see the parachute</li> </ul>	LOW
Burns caused by: - Making fires in inappropriate locations - Poor behaviour - Poor instruction & monitoring - Being burnt by cooking marshmallows	Group	HIGH	<ul style="list-style-type: none"> <li>• Instruction to be provided, including health and safety briefing</li> <li>• On going monitoring</li> <li>• Water must always be available when a fire is lit</li> <li>• No running in proximity of the fire pit</li> <li>• Supervision of all cooking activities and instructor to limit the number of clients around the fire dependant on the group.</li> </ul>	LOW
Food poisoning caused by: - Cross contamination - Using high risk foods - Misidentification of wild foods	Instructors, group and other visitors	MEDIUM	<ul style="list-style-type: none"> <li>• Instruction on food hygiene to be provided</li> <li>• Gloves or antibacterial gel to be considered</li> <li>• Only known plants/wild foods to be eaten</li> </ul>	LOW

# 6: Camping

**IMPORTANT NOTE:** Our Generic Risk Assessment also applies to this activity

PPE	
FIRSTAID	✓
RATIO	Be-spoke

**Minimum INSTRUCTOR QUALIFICATIONS**

In house assessed

HAZARD	WHO IS AT RISK?	UNMANAGED RISK	CONTROL MEASURES	MANAGED RISK
Injury caused by: - Poor use of stoves -Standing on pegs -Falling branches -Tripping on guy lines	Instructors, group and other people	MEDIUM	<ul style="list-style-type: none"> <li>• First aid kit to be carried by the instructor at all times. Mobile phone is required to be taken to the site of activity by the I/C Instructor.</li> <li>• Ensure there is always water available when using a stove to cool a burn</li> <li>• Group members should be briefed, identify specifics</li> <li>• Keep guy lines short and away from access routes</li> <li>• Tent pegs should be driven right into the ground, if possible</li> <li>• Shoes must be worn around camp.</li> </ul>	LOW
Use of Stoves (Trangia) -Burns to self -Objects catching fire -Carrying Meths -Food poisoning	Group	HIGH	<ul style="list-style-type: none"> <li>• Ensure there is always water available when using a stove to either cool a burn or to put out a fire.</li> <li>• Appropriate placement of stoves</li> <li>• Fuel bottles are always used to refill and carry meths in.</li> </ul>	LOW
Child Protection/safeguarding Issues	Instructors, group and other people	HIGH	<ul style="list-style-type: none"> <li>• Supervision to be provided by staff.</li> <li>• Opposite sex must not be allowed to enter others tents</li> <li>• Appropriate training for Mendip Staff</li> </ul>	

6: CANOE / KAYAK		IMPORTANT NOTE: Our Generic Risk Assessment also applies to this activity		PPE	✓
FLAT WATER INSTRUCTOR QUALIFICATIONS		British Canoe Paddlesport Instructor with Site Specific training and appropriate competence.		FIRSTAID	✓
MODERATE WATER INSTRUCTOR QUALIFICATIONS		British Canoe (U.K.C.C) Level 3, British Canoe Moderate Water Coach or British Canoe Union Level 3. 1:6 for continuous moderate water. 1:8 for Symonds Yat		RATIO	1:8
MODERATE WATER INSTRUCTOR QUALIFICATIONS		RATIO	1:6 1:8		
HAZARD	WHO IS AT RISK?	UNMANAGED RISK	CONTROL MEASURES	MANAGED RISK	
Injury caused by: - Jewellery/clothing becoming caught - Slipping on jetty - Poor lifting techniques - Other water users - Jumping / falling in shallow water	Instructors, group and other people	MEDIUM	<ul style="list-style-type: none"> <li>• Long hair or dangling straps are tucked away</li> <li>• Remove or tape over any jewellery</li> <li>• Prior safety briefing about the hazards of the launch area and lifting techniques, once told about techniques clients can assist the instructor with loading and unloading boats</li> <li>• Immediate access to a first aid kit by an instructor at all times</li> <li>• Mobile phone is required to be taken to the site of activity by the I/C Instructor</li> <li>• Instructor to ensure depth of water is deep enough for the activity</li> <li>• Water levels and river section to be considered in relation to ability of group</li> </ul>	LOW	
Drowning caused by: - Equipment failure - Cold water shock - Clients not being able to swim - Becoming knocked unconscious - Becoming entrapped in the craft - Becoming entangled in a tree - Becoming pinned by rocks	Instructor and group	HIGH	<ul style="list-style-type: none"> <li>• All participants to wear buoyancy aids and helmets when on/near the water.</li> <li>• Participants informed about the cold water</li> <li>• All equipment is checked on a weekly basis and also visually when being handed out.</li> <li>• All instructors ensure that they know where all participants are at all times (if several people are in the water, the first thing to do is count everyone, to ensure nobody is trapped underwater.</li> <li>• Instructor to give a safety brief about the activity and craft so all participants are informed of what to do during the event of a capsized.</li> <li>• Instructor to brief the group of the hazards, how to deal with them and appropriate signals for the trip.</li> <li>• Leader to use appropriate leadership skills and judgement when navigating a hazard.</li> <li>• Water level to be consider in relation to ability of group whether the section is suitable.</li> </ul>	LOW	

# 7: CAVING

**IMPORTANT NOTE:** Our Generic Risk Assessment also applies to this activity

PPE	✓
FIRSTAID	✓
RATIO	1:12
RATIO	2:6

**MINIMUM INSTRUCTOR QUALIFICATION**  
Horizontal System

Statement of Competence of Sandford Levvy. 1:12 British Caving Association Local Cave Leader Award level 1. Adults: 1:8. Children\*: 2:8 - there will always be a second adult in the cave with a children's group. either an assistant to the group or another instructor with their own group.

**MINIMUM INSTRUCTOR QUALIFICATION**  
Vertical System

British Caving Association Local Cave Leader Award level 2. 2:6 - instructor plus a competent adult.

HAZARD	WHO IS AT RISK?	UNMANAGED RISK	CONTROL MEASURES	MANAGED RISK
Injury cause by: - Rocks falling from above - Person falling from above - Falling/slipping while climbing - Poor route choice - Equipment failure - Exhaustion - Inadequate clothing/footwear - Becoming stuck - Falling	Instructor and group	HIGH	<ul style="list-style-type: none"> <li>Groups told not to throw rocks while around drops or entrances</li> <li>Cave Leaders are to keep up to date and monitor the cave systems that are regularly used and avoid areas that contain or are likely to contain loose rock and manage loose rock with an appropriate solution</li> <li>The leader should be at the front for the descent and at the back for the ascent</li> <li>Ensure the route is appropriate for all group members and that there is a way round if there is a challenge involved</li> <li>Long/cold trips can affect people in different ways, so the leader must regularly check the group to ensure they are coping</li> <li>Make sure the groups are dressed for the conditions in the cave, whether that is wearing a boiler suit and wellies for most normal dry trips or wearing cordura over suits and fleeces for wet / long trips</li> <li>All anchors, whether natural or man-made, must be checked before use</li> <li>Double check all knots and karabiners are secure when being used</li> <li>Hand-lines, or assisted hand-lines, should be used where climbs are particularly slippery and belayed when necessary</li> <li>Caving belts must be worn properly to provide an attachment point in case of emergency and also as a secure handhold to assist clients, warn them when you are going to grab belt. Caving belts, helmets and lights must be checked for correct fitting and fully functional before use. Caving belts not required in Sandford Levvy</li> <li>Instructors should be aware of the risks of Radon and other gases</li> <li>Call out times must be left when caving with the office, the office must be informed if changes to cave system are made, instructors must report in to the office when no other groups are present at the site after leaving the site.</li> <li>Ensure group members are appropriately briefed when attempting a challenging/tight section of cave to ensure the client can successfully complete that section. If they are physically too big for the challenge then the client must be dissuaded from the challenge to avoid becoming stuck and potentially injured.</li> <li>Immediate access to a first aid kit by an instructor at all times</li> <li>Mobile phone is required to be taken to the site of activity by the I/C Instructor.</li> </ul>	LOW

# 7: CAVING

**IMPORTANT NOTE:** Our Generic Risk Assessment also applies to this activity

PPE ✓

FIRSTAID ✓

**MINIMUM INSTRUCTOR QUALIFICATION**  
Horizontal System

British Caving Association Local Cave Leader Award level 1. Adults: 1:8. Children\*: 2:8 - there will always be a second adult in the cave with a children's group. either an assistant to the group or another instructor with their own group.

RATIO 1:12

**MINIMUM INSTRUCTOR QUALIFICATION**  
Vertical System

British Caving Association Local Cave Leader Award level 2. 2:6 - instructor plus a competent adult.

RATIO 2:6

HAZARD	WHO IS AT RISK?	UNMANAGED RISK	CONTROL MEASURES	MANAGED RISK
Hypothermia - Falling into cold water - Becoming wet from cave features e.g. Waterfalls	Group	LOW	<ul style="list-style-type: none"> <li>Ensure all participants are correctly and appropriately dressed for the conditions of the cave, particularly wet caves.</li> <li>Immediate access to a first aid kit by an instructor at all times</li> </ul>	LOW
Group members exploring on their own and becoming lost	Group	HIGH	<ul style="list-style-type: none"> <li>Ensure all group members know to stay together and understand the importance of it.</li> </ul>	LOW
Flooding - Flash flooding - Heavy, persistent rain	Instructor and group	HIGH	<ul style="list-style-type: none"> <li>Check the weather forecast before the trip</li> <li>Know how the cave reacts with rainfall.</li> </ul>	LOW
- Jewellery/clothing becoming caught	Group	LOW	<ul style="list-style-type: none"> <li>Tuck away long hair or dangling straps and remove or tape over any jewellery</li> </ul>	LOW

# 8: CLIMB / ABSEIL

**IMPORTANT NOTE:** Our Generic Risk Assessment also applies to this activity

**PPE** ✓

**FIRSTAID** ✓

## MINIMUM INSTRUCTOR QUALIFICATION

Mountain Leader Training-UK Single Pitch Award (SPA) or Rock Climbing Instructor (RCI)

**RATIO** 1:10

HAZARD	WHO IS AT RISK?	UNMANAGED RISK	CONTROL MEASURES	MANAGED RISK
<p>Injury caused by:</p> <ul style="list-style-type: none"> <li>- Rocks falling from above.</li> <li>- Jewellery/clothing becoming caught</li> <li>- Person falling from above</li> <li>- Falling/slipping while climbing or bouldering</li> <li>- Poor route choice</li> <li>- Equipment dropping</li> </ul>	<p>Instructors, group and other visitors</p>	<p>HIGH</p>	<ul style="list-style-type: none"> <li>• Tuck away long hair or dangling straps and remove or tape over any jewellery</li> <li>• Standard climbing calls are used to prevent misunderstandings</li> <li>• Climber must tell instructor when they are ready to descend and wait for instructor to okay</li> <li>• Make sure climbers stay on route to avoid them pendulum swinging if they fall</li> <li>• Spotting of the climber must occur when starting the route</li> <li>• When bouldering only climb to hip height of the spotter</li> <li>• Clear any loose debris from the top when rigging</li> <li>• Groups are told not to throw rocks as there may be people below</li> <li>• Only use areas of crag that are suitable for the group and have been cleared of any loose rock.</li> <li>• Immediate access to a first aid kit by an instructor at all times. Mobile phone is required to be taken to the site of activity by the I/C Instructor</li> <li>• Ensure all loose equipment e.g. mobile phones etc are secured in zip pockets or left on the floor</li> </ul>	<p>LOW</p>
<p>Fall caused by:</p> <ul style="list-style-type: none"> <li>- Anchor failure</li> <li>- Equipment failure</li> <li>- Incorrect belaying</li> <li>- Poor group management</li> </ul>	<p>Group</p>	<p>HIGH</p>	<ul style="list-style-type: none"> <li>• Instruction of safe belaying techniques</li> <li>• The responsibility of the belayer and back ups should be made very clear and failure to comply in any way should result in instructor intervention</li> <li>• Karabiners and knots are to be checked each time anyone attaches to the climbing rope and belay device</li> <li>• When lowering, with beginners, the instructor or competent assistant should operate the belay device and control the rope or back up on the rope</li> <li>• Use of at least 2 anchors on rigging</li> <li>• Regular checking of all equipment</li> <li>• Checking all in situ and natural anchors when rigging</li> <li>• Ensure group are well controlled and briefed about the risks of the site. If necessary utilizing visiting staff members to control the group</li> <li>• Anyone at the cliff edge, either setting up or waiting to abseil, must be clipped onto a rope to prevent falling, unless in an appropriate waiting area</li> </ul>	<p>LOW</p>

# 8: CLIMB / ABSEIL

**IMPORTANT NOTE:** Our Generic Risk Assessment also applies to this activity

**PPE** ✓

**FIRSTAID** ✓

## MINIMUM INSTRUCTOR QUALIFICATION

Mountain Leader Training UK-Single Pitch Award (SPA) or Rock Climbing Instructor (RCI)

**RATIO** 1:8

HAZARD	WHO IS AT RISK?	UNMANAGED RISK	CONTROL MEASURES	MANAGED RISK
Becoming stuck - Hair/jewellery stuck in the belay device - Getting stuck on a ledge	Group	MEDIUM	<ul style="list-style-type: none"> <li>• Long hair or dangling straps are tucked away</li> <li>• Remove or tape over any jewellery</li> <li>• Appropriate choice of routes for the clients</li> <li>• Briefing to practice the lowering technique lower down the climbs before they get too high</li> </ul>	LOW

# 9: CRATE STACK

**IMPORTANT NOTE:** Our Generic Risk Assessment also applies to this activity

PPE	✓
FIRSTAID	✓
RATIO	1:14

MINIMUM INSTRUCTOR QUALIFICATION

In house assessed

HAZARD	WHO IS AT RISK?	UNMANAGED RISK	CONTROL MEASURES	MANAGED RISK
<p>Injury caused by:</p> <ul style="list-style-type: none"> <li>- Tripping, slipping on the crate stack base.</li> <li>- Getting fingers caught in the crate stack</li> <li>- Getting hair caught in the grigri when belaying</li> <li>- Being hit by a falling crate</li> <li>- Falling Trees/branches</li> </ul>	Instructors, group and other visitors	MEDIUM	<ul style="list-style-type: none"> <li>• Instructors should be in a position where they can see and protect all of the group and be able to stop anything that may be dangerous.</li> <li>• All equipment must be checked to ensure that it is suitable for the intended purpose, if it is unfit for use then remove from the system.</li> <li>• Instructors should check that all equipment is positioned safely, and that anything constructed by the group is safe, and that it is used in the manner for which it is intended.</li> <li>• Safety briefing to take place before the activity to ensure participants are aware of the specific risks of the activities i.e. Crates falling and fingers becoming trapped.</li> <li>• Anyone with long hair belaying must tie it up or tuck the hair away to prevent it getting caught.</li> <li>• Only group members in harnesses are allowed to leave the ground, the rest of the team must stay on the ground and not stand on crates to help the climbers.</li> <li>• If the stack is looking likely to fall then the supervising instructor must be prepared to push the tower towards a safe falling area.</li> <li>• All users must have a helmet on during the activity</li> <li>• Immediate access to a first aid kit by an instructor at all times</li> <li>• When wind speeds are forecast in excess of 40mph the Duty Manager will monitor the woodland and will make a decision on which areas may be used. If wind speeds rise to dangerous levels on the land then the DM may need to restrict activities from going ahead.</li> </ul>	LOW
<p>Fall caused by:</p> <ul style="list-style-type: none"> <li>- Tampering ropes/rigging</li> <li>- Rope failure</li> <li>- Equipment failure</li> <li>- Rigging failure</li> </ul>	Group	HIGH	<ul style="list-style-type: none"> <li>• Instructors to visually check the fixed rigging before the stack is rigged up the ropes</li> <li>• When returning to the crate stack after rigging the ropework must be checked to ensure that nothing has been tampered with</li> <li>• Crates are visually checked for signs of fatigue.</li> <li>• When the stack is in use there must be two people belaying at all times.</li> <li>• Crate stack must be rigged to Mendip guidelines, see Operating procedure, if the instructor doesn't hold the MT SPA</li> </ul>	LOW

# 10: FRISBEE GOLF

**IMPORTANT NOTE:** Our Generic Risk Assessment also applies to this activity

PPE

FIRSTAID ✓

MINIMUM INSTRUCTOR QUALIFICATION

In house assessed

RATIO N/A

HAZARD

WHO IS AT RISK?

UNMANAGED RISK

CONTROL MEASURES

MANAGED RISK

Injury caused by:  
 - Walking into obstacles  
 - Slipping on vegetation and mud  
 - Being hit by a disc  
 - Hitting the tee description post  
 - Falling from a stile  
 - Falling Trees/branches

Instructors, group and other visitors

LOW

- Safety briefing prior to the start of the session/round where any hazards are highlighted
- Barbed wire, on the fences where there are stiles, are covered to prevent injury
- Advising players not to try and catch the discs and must stand behind the thrower
- Advising that the hole must be clear before throwing your disc
- When wind speeds are forecast in excess of 40mph the Duty Manager will monitor the woodland and will make a decision on which areas may be used. If wind speeds rise to dangerous levels on the land then the DM may need to restrict activities from going ahead.

LOW

Getting lost

Group

LOW

- Below 12 years must be accompanied by a responsible person (above 16 years). 12 - 16 years must be in a group of 4 or more. 16 years + self led, unaccompanied.

LOW

# 11: FRISBEE GOLF (SELF LED)

**IMPORTANT NOTE:** Our Generic Risk Assessment also applies to this activity

PPE  
FIRSTAID ✓

HAZARD	WHO IS AT RISK?	UNMANAGED RISK	CONTROL MEASURES	MANAGED RISK
Injury caused by: - Walking into obstacles - Slipping on vegetation and mud - Being hit by a disc - Hitting the tee description post - Falling from a stile - Falling trees/branches	Users	LOW	<ul style="list-style-type: none"> <li>• Safety briefing prior to the start of the session/round where any hazards are highlighted</li> <li>• Barbed wire, on the fences where there are stiles, are covered to prevent injury</li> <li>• Advising players not to try and catch the discs and must stand behind the thrower</li> <li>• Advising that the hole must be clear before throwing your disc</li> <li>• When wind speeds are forecast in excess of 40mph the Duty Manager will monitor the woodland and will make a decision on which areas may be used. If wind speeds rise to dangerous levels on the land then the DM may need to restrict activities from going ahead.</li> </ul>	LOW
Getting lost	users	LOW	<ul style="list-style-type: none"> <li>• When groups are checked in they are briefed and given a map of the course and course information which contains the centre phone number in case of emergency</li> <li>• All users of the course are required to sign in and out of the course so we can ensure all users are accounted for.</li> </ul>	LOW

# 12: EVENING ACTIVITIES

**IMPORTANT NOTE:** Our Generic Risk Assessment also applies to this activity

PPE

FIRSTAID ✓

MINIMUM INSTRUCTOR QUALIFICATION

In house assessed

RATIO BESPOKE

HAZARD	WHO IS AT RISK?	UNMANAGED RISK	CONTROL MEASURES	MANAGED RISK
Injury caused by: - Tripping over unseen obstacles due to darkness - Slipping on damp surfaces - Collisions with group members	Instructors, group and other visitors	LOW	<ul style="list-style-type: none"> <li>Safety briefing to take place before each activity to ensure participants are aware of the specific risks of the activities</li> <li>'Spotting' of group by other group members or instructor must be in place when group members are off the ground</li> <li>When playing games groups are reminded to be wary of each other</li> <li>Torches are advised if group members have them for any night time activities</li> <li>Immediate access to a first aid kit by an instructor at all times</li> </ul>	LOW
- Getting lost due to darkness	Group	LOW	<ul style="list-style-type: none"> <li>Torches are advised if the group members have them, for any night time activities</li> <li>Strict boundaries are provided for night time games</li> <li>'Numbering off' of the group to ensure you have everyone</li> <li>Safety briefing to include what to do if you get lost</li> </ul>	LOW
Burns caused by: - Campfires - Being burnt by cooking marshmallows	Group	HIGH	<ul style="list-style-type: none"> <li>Water must be available to everyone in case of being burnt and to control the fire if needed</li> <li>Strict safety rules given for behaviour around the fire</li> <li>If having marshmallows, inform the group of how to roast them</li> </ul>	LOW

# 13: HILL WALKING

**IMPORTANT NOTE:** Our Generic Risk Assessment also applies to this activity

<b>PPE</b>	
<b>FIRSTAID</b>	✓
<b>RATIO</b>	BESPOKE
<b>RATIO</b>	BESPOKE

**BELOW 600M INSTRUCTOR QUALIFICATION**

In house trained with local knowledge

**ABOVE 600M INSTRUCTOR QUALIFICATION**

Mountain Training UK Mountain Leader Summer

HAZARD	WHO IS AT RISK?	UNMANAGED RISK	CONTROL MEASURES	MANAGED RISK
Injury caused by: - Tripping over rocks - Descending steep rocks - Back injuries due to heavy rucksacks - Road traffic collision	Instructors, group and other visitors	LOW	<ul style="list-style-type: none"> <li>Instructor to provide health and safety briefing to prevent injuries where appropriate.</li> <li>Immediate access to a first aid kit by an instructor at all times</li> <li>Mobile phone is required to be taken to the site of activity by the I/C Instructor.</li> <li>Backpacks of participants are checked to ensure groups aren't carrying too much extra kit to keep weight down.</li> <li>All groups are briefed about crossing roads and walking on them, routes should be planned to avoid use of them.</li> </ul>	LOW
Getting lost: - Poor group management - Poor navigation	Group	LOW	<ul style="list-style-type: none"> <li>Ensure management is done effectively using all available staff</li> <li>Ensure local knowledge is known for the area or navigation skills are sufficient</li> <li>Duke of Edinburgh participants are briefed with the Mendip Emergency procedure and walking groups are briefed what to do if they get separated</li> </ul>	LOW
Drowning: River Crossings	Group	HIGH	<ul style="list-style-type: none"> <li>At all times river crossings are to be avoided</li> <li>Routes to be plotted to avoid all water obstacles</li> <li>In adverse weather conditions with heavy rain careful consideration is needed to avoid being trapped by rising water.</li> </ul>	LOW
Dehydration - Hot weather	Group	MEDIUM	<ul style="list-style-type: none"> <li>During hot weather instructors will carry extra water for the group</li> <li>Ensuring all participants have sufficient water bottles and they are full.</li> <li>For DofE groups water is available at checkpoints if needed.</li> </ul>	LOW
Remote supervision - Groups walking independently of supervisors	Group	MEDIUM	<ul style="list-style-type: none"> <li>Before the walk ensure that the group have all the required emergency kit</li> <li>Ensure the group know what to do if they get lost, see risk 'Getting lost' above</li> <li>When planning the route the groups are given compulsory checkpoints that they must visit, the Mendip staff will all have check in sheets where teams arrival and departure times can be recorded and any notes made. These sheets are kept on the system and then can be called upon for future walks</li> </ul>	LOW

# 14: MOUNTAIN BIKES

**IMPORTANT NOTE:** Our Generic Risk Assessment also applies to this activity

PPE ✓

FIRSTAID ✓

## MINIMUM INSTRUCTOR QUALIFICATION

British Mountain Biking Leader Level 2

RATIO 1:8

HAZARD	WHO IS AT RISK?	UNMANAGED RISK	CONTROL MEASURES	MANAGED RISK
Injury Caused by: - Falling off bike caused by: - Poor balance - Wet surface - Steep descents - Loose surface - Vehicles - Too close to the person in front - Equipment Failure - Collision with other road/trail users	Instructors, group and other visitors	HIGH	<ul style="list-style-type: none"> <li>All Participants must wear helmets, gloves and safety glasses</li> <li>Instructor to provide safety briefing before the session</li> <li>Instructor to consider group competence when selecting route.</li> <li>When cycling on roads, extra care should be taken; the leader should consider their position within the group dependant on the road. If the group are to lead clear instructions must be provided on the route</li> <li>Instructor to hold first aid qual. and carry first aid kit</li> <li>Route planned to reduce the use of public roads</li> <li>Group is managed effectively by the instructor</li> <li>Forestry operations signs and advice followed</li> <li>Group briefed on considerate riding</li> <li>Must ride on bridleways not footpaths</li> <li>Immediate access to a first aid kit by an instructor at all times</li> </ul>	MEDIUM
Bike failure might include : - Brake pads worn - Deraillleur snapped - Punctures - Pedal snapped	Group	MEDIUM	<ul style="list-style-type: none"> <li>Full bike check to occur prior to session – group can assist in this but leader must also check</li> <li>A repair kit appropriate to the ride must be carried within the group</li> </ul>	LOW
Participants lost/separated from group.	Group	LOW	<ul style="list-style-type: none"> <li>Group is managed effectively by the instructor</li> <li>Limited group size and leader/participant ratio</li> <li>Group are briefed of what to do if they become separated</li> </ul>	LOW

# 15: ORIENTEERING

**IMPORTANT NOTE:** Our Generic Risk Assessment also applies to this activity

PPE ✓

FIRSTAID ✓

## MINIMUM INSTRUCTOR QUALIFICATION

British Orienteering Teaching Orienteering Part 1

Age	SITUATION	INSTRUCTOR	ONE ASSISTANT	TWO ASSISTANTS
CHILD	School classroom/hall or indoor space	1:16	1:32	
CHILD	Fenced school grounds	1:12	1:24	1:36
CHILD	Area with clearly marked boundaries away from major hazards with a simple objective	1:12	1:24	1:36
CHILD	Fenced school grounds or area with clearly marked boundaries away from major hazards progressive/advanced content	1:12		
ADULT	Indoor or outdoor	1:12		

HAZARD	WHO IS AT RISK?	UNMANAGED RISK	CONTROL MEASURES	MANAGED RISK
Injury caused by: - Unsuitable course setting - Becoming injured due to vegetation - Animals/livestock - Falling trees/branches - Falling from a stile	Instructors, group and other visitors	LOW	<ul style="list-style-type: none"> <li>Safety briefing before the task/session starts so any hazards can be highlighted e.g. using stiles/gates to cross a fence.</li> <li>Ensure any livestock are removed from the areas to be used if possible.</li> <li>Barbed wire, on the fences where there are stiles, are covered to prevent injury</li> <li>Immediate access to a first aid kit by an instructor at all times</li> <li>Mobile phone is required to be taken to the site of activity by the I/C Instructor.</li> <li>When wind speeds are forecast in excess of 40mph the Duty Manager will monitor the woodland and will make a decision on which areas may be used. If wind speeds rise to dangerous levels on the land then the DM may need to restrict activities from going ahead. The Instructor will also carry out a risk assessment throughout the session.</li> </ul>	LOW
Getting lost due to: - Task set being too hard - No clear boundaries - Permanent course markers removed	Group	LOW	<ul style="list-style-type: none"> <li>Safety briefing before the task/session starts to set out rules, boundaries, lost procedure ( if client becomes lost return to the start)</li> </ul>	LOW

# 16: ORIENTEERING (self led)

**IMPORTANT NOTE:** Our Generic Risk Assessment also applies to this activity

PPE

FIRSTAID ✓

HAZARD	WHO IS AT RISK?	UNMANAGED RISK	CONTROL MEASURES	MANAGED RISK
Injury caused by: - Becoming injured due to vegetation - Animals/livestock - Falling trees/branches -Falling from a stile	Users	LOW	<ul style="list-style-type: none"> <li>• Safety briefing before the activity starts so any hazards can be highlighted e.g. using stiles/ gates to cross a fence.</li> <li>• Safety briefing at the start of the activity clearly explaining the course and how to navigate and use the map key.</li> <li>• Barbed wire, on the fences where there are stiles, are covered to prevent injury</li> <li>• When wind speeds are forecast in excess of 40mph the Duty Manager will monitor the woodland and will make a decision on which areas may be used. If wind speeds rise to dangerous levels on the land then the DM may need to restrict activities from going ahead.</li> </ul>	LOW
Getting lost due to: - Task being too hard - Permanent course markers removed	Users	LOW	<ul style="list-style-type: none"> <li>• Periodic checks of all permanent course markers to ensure they are all in place and at a useable condition.</li> <li>• When groups are checked in they are briefed and given a map of the course and course information which contains the centre phone number in case of emergency</li> <li>• All users of the course are required to sign in and out of the course so we can ensure all users are accounted for.</li> </ul>	LOW

# 17: PIONEERING

**IMPORTANT NOTE:** Our Generic Risk Assessment also applies to this activity

PPE ✓\*

FIRSTAID ✓

## MINIMUM INSTRUCTOR QUALIFICATION

In house assessed

RATIO 1:12

HAZARD	WHO IS AT RISK?	UNMANAGED RISK	CONTROL MEASURES	MANAGED RISK
<p>Injury caused by:</p> <ul style="list-style-type: none"> <li>- Falling from height</li> <li>- Parts of the structure falling down</li> <li>- Bad lifting techniques.</li> <li>- Being hit by equipment</li> <li>- Equipment failure</li> </ul>	<p>Instructors, group and other visitors</p>	<p>LOW</p>	<ul style="list-style-type: none"> <li>• Instructors should be in a position where they can see and protect all of the group and be able to stop anything that may be dangerous. For low risk activities the group can be divided into smaller teams</li> <li>• All equipment must be checked to ensure that it is suitable for the intended purpose, if it is unfit for use then remove from the system</li> <li>• Instructors should check that all equipment is positioned safely, and that anything constructed by the group is safe, and that it is used in the manner for which it is intended. Equipment should be positioned not to be on/in the way of public rights of way</li> <li>• 'Spotting' of group by other group members or instructor must be in place when group members are off the ground</li> <li>• Safety briefing to take place before each activity to ensure participants are aware of the specific risks of the activities</li> <li>• All structures / ropes / anchors must be checked by instructor before being used</li> <li>• The Bridge Build requires two instructors i.e. 1 to watch the anchors &amp; structures on each side of the river</li> <li>• When packing equipment, poles should be checked for soundness and all other equipment must also be checked Instructors must have a knife, first aid kit and throw-lines to hand</li> <li>• Group members must be very closely supervised when hammering in stakes. Advise wearing of gloves &amp; stiff boots. STAKES MUST NEVER be held whilst they are being hammered home. (They can be adequately wedged using wood)</li> <li>• Group members must not go onto the bridge until it has been checked and tested by the instructors. Check all stakes, knots &amp; lashings. If in any doubt whatsoever about the safety of a particular bridge, or design, nobody should be allowed on the bridge. Bridges can be tested using barrels full of water, rather than participants</li> <li>• Only 1 person may go across the bridge at a time</li> <li>• When building catapults/trebuchets the firing mechanism must be from a safe distance</li> <li>• The A-Frame should be no closer than 5 metres from the river bank. The stakes should be about 15 metres from the river bank. The Anchors &amp; A-Frames must be in line</li> <li>• A-Frames must be guyed in place or preferably held in place using 1 complete turn of the main rope around the Apex of the A-Frame, this also reinforces the crucial top lashing</li> <li>• The Hawser-laid main rope must be tied off directly to the Anchors on both sides i.e. when using pulleys to tighten the rope they must be used in parallel to the main rope</li> <li>• Immediate access to a first aid kit by an instructor at all times</li> <li>• Safe handling techniques advised</li> </ul>	<p>LOW</p>

# 18: RAFT BUILDING

**IMPORTANT NOTE:** Our Generic Risk Assessment also applies to this activity

PPE ✓

FIRSTAID ✓

## MINIMUM INSTRUCTOR QUALIFICATION

In house assessed

RATIO 1:8

HAZARD	WHO IS AT RISK?	UNMANAGED RISK	CONTROL MEASURES	MANAGED RISK
Injury caused by: - Jewellery/clothing becoming caught - Trapping body parts - Slipping on jetty - Poor lifting techniques - Jumping/falling in shallow water	Instructors, group and other visitors	MEDIUM	<ul style="list-style-type: none"> <li>Watches, bracelets, rings and dangly earrings should be removed (if possible, if not taping over) to prevent them getting caught on obstacles.</li> <li>All groups are briefed before getting on the raft about the hazards of the raft</li> <li>Prior safety briefing about the hazards of the launch area and lifting techniques</li> <li>Immediate access to a first aid kit by an instructor at all times</li> <li>Mobile phone is required to be taken to the site of activity by the I/C Instructor.</li> <li>Instructor to ensure depth of water is deep enough for the activity.</li> </ul>	LOW
Drowning caused by: - Equipment failure - Cold water shock - Clients not being able to swim - Becoming knocked unconscious - Slipping on Jetty - Becoming entrapped - Raft flipping - Jumping/falling in shallow water	Group	HIGH	<ul style="list-style-type: none"> <li>All participants to wear buoyancy aids and helmets when on/near the water.</li> <li>Participants informed about the cold water</li> <li>All equipment is checked on a monthly basis and also visually when being handed out.</li> <li>Instructors are at least in house trained and will have the appropriate safety equipment.</li> <li>All instructors ensure that they know where all participants are at all times (if several people are in the water, the first thing to do is count everyone, to ensure nobody is trapped underwater.</li> <li>If the venue is wider or bigger than a throw line then a rescue craft is need on site and ready to use if necessary</li> <li>Counting all participants on and off the water.</li> <li>Checking raft prior to launching.</li> <li>Throw line and a Knife must be to hand while the raft is on the water.</li> <li>Instructor to ensure depth of water is deep enough for the activity.</li> <li>Instructor to brief the group on how to sit on the raft to avoid becoming trapped.</li> </ul>	LOW

# 19: SNOWSPORTS

**IMPORTANT NOTE:** Our Generic Risk Assessment also applies to this activity

PPE ✓

FIRSTAID ✓

## MINIMUM INSTRUCTOR QUALIFICATION

Snowsport England Level 1

RATIO 1:8

HAZARD	WHO IS AT RISK?	UNMANAGED RISK	CONTROL MEASURES	MANAGED RISK
<p>Injury caused by:</p> <ul style="list-style-type: none"> <li>- Strenuous activities without warming up</li> <li>- Catching fingers/thumbs in the matting</li> <li>- Hit/dragged by the poma lift</li> <li>- Fatigue</li> <li>- Ill fitting equipment</li> <li>- Lightning</li> <li>- Collisions with other slope users</li> </ul>	<p>Instructors, group and other visitors</p>	<p>HIGH</p>	<ul style="list-style-type: none"> <li>• All slope users to leave the slope if lightning is visibly close to the centre</li> <li>• Warm up before starting activity</li> <li>• Safety briefing is given at the beginning of each lesson to introduce or recap the safety points and procedures.</li> <li>• All slopes and lifts are checked before use and visual checks done during the day, any hazards cleared from the slope, repaired or cordoned off.</li> <li>• Ensure any users are wearing gloves, long sleeves and long trousers</li> <li>• Ensure netting and padding on trees/posts are in position.</li> <li>• Limit number of slope users at any one time to a maximum of 75 people, this includes lessons as well. Max of 6 Instructors on the slope at a time.</li> <li>• Explain and demonstrate lift use</li> <li>• Inform all students of how to shut off lift</li> <li>• Ensure clients on instruction are taught how to fall correctly.</li> <li>• Instructor to monitor the group of fatigue and to take appropriate action if needs be.</li> <li>• Snowboarding specific -</li> <li>• Correct PPE for users ie, elbow pads, knee pads wrist guards to be worn whilst under instruction</li> <li>• one foot strapped in whilst riding the lift.</li> <li>• All people on the slope must wear a helmet</li> <li>• Immediate access to a first aid kit by an instructor at all times</li> </ul>	<p>MEDIUM</p>

# 20: SNOWSPORTS UNSUPERVISED

**IMPORTANT NOTE:** Our Generic Risk Assessment also applies to this activity

PPE ✓

FIRSTAID ✓

HAZARD	WHO IS AT RISK?	UNMANAGED RISK	CONTROL MEASURES	MANAGED RISK
Injury caused by: - Strenuous activities without warming up - Catching fingers/thumbs in the matting - Hit / dragged by the poma lift - Fatigue - Ill fitting equipment - Lightning - Collisions with other slope users - Not being up to Recreational standard*	Instructors, group and other visitors	HIGH	<ul style="list-style-type: none"> <li>Recreational users must be able to control their speed, link turns, stop and use a button drag-lift</li> <li>All slope users to leave the slope if lightning is visibly close to the centre</li> <li>Staff to advise users to warm up before starting activity</li> <li>All slopes and lifts are checked before use and visual checks done during the day, any hazards cleared from the slope, repaired or cordoned off.</li> <li>Users must wearing gloves, long sleeves, long trousers and helmets</li> <li>Ensure netting and padding on trees is in position.</li> <li>Limit number of slope users at any one time to a maximum of 75 people, this includes lessons. Max of 6 Instructors on the slope at a time.</li> <li>All users are to sign a Rec user disclaimer agreeing to our slope rules and stating their ability is above is Rec Standard and will ski by the FIS code*.</li> <li>No teaching is allowed on the slope unless done by our own qualified staff.</li> <li>Mendip Staff will monitor to ensure users are following the Slope rules and if they aren't adhered to users will be asked to leave the slope.</li> <li>If customers are using their own skis the bindings must be releasable.</li> <li>Snowboarding specific - one foot strapped in whilst riding the lift.</li> <li>First Aiders and first aid kit on site</li> </ul>	MEDIUM

**FIS Code:** These are in operation throughout the rest of the world to promote safe skiing.

- You are responsible for your own safety and that of other skiers and snow boarders. Be aware of people around you and take necessary action to avoid skiing dangerously or causing a hazard to yourself or others.
- Control your direction and speed of travel, taking account of the terrain, snow, weather and traffic conditions.
- Select an appropriate path. If you are skiing behind someone it's your responsibility to ski around him or her without causing any danger to him or her.
- You can over-take from either left or right but you must leave enough distance between yourself and other skiers to allow them to manoeuvre properly.

- Before starting off or pulling out you must look up and down the slope and choose an appropriate moment to execute your manoeuvre, so as not to endanger yourself or other skiers.
- Avoid stopping at blind corners or narrow or enclosed places unless you have to i.e. you're injured. In the case of an injury you must vacate the spot as soon as practicable, to avoid further danger (to yourself or others). You should always stop at the side of the Piste.
- You must always use the side of the Piste to walk up or down, whether with or without skis on.
- Pay attention to and follow the signs, markings and notices on the Piste.
- You are obliged by law to offer help and assistance in the event of any accident.

# 21: TOBOGGANING

**IMPORTANT NOTE:** Our Generic Risk Assessment also applies to this activity

PPE  
FIRSTAID ✓

# 22: TEAM BUILDING

**IMPORTANT NOTE:** Our Generic Risk Assessment also applies to this activity

PPE ✓\*

FIRSTAID ✓

## MINIMUM INSTRUCTOR QUALIFICATION

In house assessed

RATIO N/A

HAZARD	WHO IS AT RISK?	UNMANAGED RISK	CONTROL MEASURES	MANAGED RISK
<p>Injury caused by:</p> <ul style="list-style-type: none"> <li>- Tripping over unseen obstacles due to darkness</li> <li>- Slipping on damp surfaces</li> <li>- Collisions with group members</li> <li>- Falling from height</li> <li>- Hard contact with objects</li> <li>- Parts of the structure falling down</li> </ul>	<p>Instructors, group and other visitors</p>	<p>LOW</p>	<ul style="list-style-type: none"> <li>• Instructors should be in a position where they can see and protect all of the group and be able to stop anything that may be dangerous. For low risk activities the group can be divided into smaller teams.</li> <li>• All equipment must be checked to ensure that it is suitable for the intended purpose, if it is unfit for use then remove from the system.</li> <li>• Instructors should check that all equipment is positioned safely, and that anything constructed by the group is safe, and that it is used in the manner for which it is intended.</li> <li>• Equipment should be positioned not to be on/in the way of public rights of way.</li> <li>• 'Spotting' of group by other group members or instructor must be in place when group members are off the ground.</li> <li>• Safety briefing to take place before each activity to ensure participants are aware of the specific risks of the activities.</li> <li>• Immediate access to a first aid kit by an instructor at all times</li> <li>• Instructors should check that all equipment is positioned safely, and that anything constructed by the group is safe, and that it is used in the manner for which it is intended. Equipment should be positioned not to be on/in the way of public rights of way</li> <li>• All structures / ropes / anchors must be checked by instructor before being used</li> <li>• The Bridge Build requires two instructors i.e. 1 to watch the anchors &amp; structures on each side of the river</li> <li>• When packing equipment, poles should be checked for soundness and all other equipment must also be checked Instructors must have a knife, first aid kit and throw-lines to hand</li> <li>• When building catapults/trebuchets the firing mechanism must be from a safe distance</li> <li>• Immediate access to a first aid kit by an instructor at all times</li> <li>• Safe handling techniques advised</li> </ul>	<p>LOW</p>



# VENUE RISK ASSESSMENTS

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PHAROS  
RESPONSE



# MENDIP RISK VENUE ASSESSMENT INDEX

REVISED APRIL 2019

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2	<b>Mendip Activity Centre - Woodland</b>	Activity Venue for: Snowsports, Archery, Air Rifle, Orienteering, Team Building, Bush craft, Frisbee Golf and Mountain Biking
3	<b>Mendip Activity Centre - Hewish Activity Site</b>	Activity Venue for: Assault Course, Archery and Water sports
4	<b>Mendip Activity Centre - Tented Village</b>	Venue for Mendip Residentials
5	<b>Residential - Barton Camp</b>	Venue for Mendip Residentials
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16	<b>River Avon</b>	Venue for river trips
17	<b>River Wye</b>	Venue for river trips
18	<b>River Yeo</b>	Venue for river trips
19	<b>Rocksport - Sandford Quarry</b>	Activity Venue for: Rocksport and Archery Active
20	<b>Rocksport - Symonds Yat Rock</b>	Activity Venue for: Rocksports
21	<b>Rocksport - Burrington Combe, Goblin Combe, Uphill Quarry</b>	Activity Venue for: Rocksports



# Mendip Activity Centre

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# 1.Mendip Activity Centre - General

Activities Venue for: Snowsports, Archery, Air Rifle, Orienteering, Team Building, Bush craft, Frisbee Golf and Mountain Biking

HAZARD	WHO IS AT RISK?	UNMANAGED RISK	CONTROL MEASURES	MANAGED RISK
Slips and trips caused by— Wet floors Uneven Floors/Steps	All centre users	MEDIUM	<ul style="list-style-type: none"> <li>Appropriate signage displayed where necessary</li> <li>When cleaning, appropriate cleaning methods/products used to minimise slipping risk</li> <li>Customers warned of difficulties of walking in ski boots and advised to use the handrails.</li> </ul>	LOW
Fire caused by— Electrical faults, gas leak, chemicals etc	All centre users	HIGH	<ul style="list-style-type: none"> <li>See separate Fire Safety Report.</li> <li>All staff to be trained in fire safety and familiar with the Evacuation Procedure.</li> </ul>	LOW
Vehicles	All centre users	HIGH	<ul style="list-style-type: none"> <li>Max speed limit of 15 mph on site</li> <li>Vehicles kept to a minimum around the centre entrance and walkways with the pedestrian crossing to be kept clear at all times</li> </ul>	LOW
Other users	All centre users	LOW	<ul style="list-style-type: none"> <li>Staff to inform Duty Manager of suspicious activity</li> </ul>	LOW
Members of public accessing staff areas leading to potentially dangerous items such as cooking equipment, cleaning supplies, and activity kit.	All centre users	MEDIUM	<ul style="list-style-type: none"> <li>All doors leading to staff areas to be kept locked at all times when unattended.</li> <li>'Staff Only' signs situated on appropriate doors.</li> </ul>	LOW
Power cuts	All centre users	MEDIUM	<ul style="list-style-type: none"> <li>Emergency lighting and glow in the dark signs throughout the building.</li> <li>Staff to assist customers with evacuation where necessary</li> </ul>	LOW
Extreme Weather conditions	All centre users	MEDIUM	<ul style="list-style-type: none"> <li>If extreme weather is forecast then the Duty Manager will monitor the weather and make all staff aware of any issues.</li> <li>When wind speeds are forecast in excess of 40mph the Duty Manager will monitor the woodland and will make a decision on which areas may be used. If wind speeds rise to dangerous levels on the land then the DM may need to restrict activities from going ahead.</li> <li>When on session the instructor will need to monitor the weather and if needs be stop the session to ensure the safety of there group.</li> </ul>	LOW
Injury caused by maintenance team carrying out essential repairs	All centre users	MEDIUM	<ul style="list-style-type: none"> <li>Maintenance team to ensure they keep their tools tidy once the job is finished and during the works the work area is cordoned off to ensure no one can access the area.</li> </ul>	LOW

## 2.Mendip Activity Centre - Woodland

Activities Venue for: Snowsports, Archery, Air Rifle, Orienteering, Team Building, Bush craft, Frisbee Golf and Mountain Biking

HAZARD	WHO IS AT RISK?	UNMAN-AGED RISK	CONTROL MEASURES	MANAGED RISK
Slips and trips caused by— Mud, roots, uneven ground etc	All centre users	MEDIUM	<ul style="list-style-type: none"> <li>Customers are warned of the current conditions underfoot when booking in for activities or by the instructor on the session</li> <li>Signs displayed to remind users of specific risks</li> </ul>	LOW
Fire caused by poor management of fires on activity sessions	All centre users	MEDIUM	<ul style="list-style-type: none"> <li>Instructors to deal with fires at the end of session in an appropriate way.</li> <li>When the Forest School site has been hired out then a member of staff will check the area before and when the hire is over to ensure the fire has been left in a suitable way.</li> </ul>	LOW
Injury caused by vehicles	All centre users	HIGH	<ul style="list-style-type: none"> <li>Max speed limit of 15 mph on site</li> <li>Vehicles driven on the land must take extra care when driving on uneven ground and crossing paths / bridleways</li> </ul>	LOW
Other users	All centre users	LOW	<ul style="list-style-type: none"> <li>Staff to inform Duty Manager of suspicious activity</li> </ul>	LOW
Extreme Weather	All centre Users	MEDIUM	<ul style="list-style-type: none"> <li>If extreme weather is forecast then the Duty Manager will monitor the weather and make all staff aware of any issues.</li> <li>When wind speeds are forecast in excess of 40mph the Duty Manager will monitor the woodland and will make a decision on which areas may be used. If wind speeds rise to dangerous levels on the land then the DM may need to restrict activities from going ahead.</li> <li>When on session the instructor will need to monitor the weather and if needs be stop the session to ensure the safety of there group.</li> </ul>	LOW

# 3.Mendip Activity Centre - Hewish Activity Site

Activities Venue for: Assault Course, Archery and Water sports

HAZARD	WHO IS AT RISK?	UNMAN-AGED RISK	CONTROL MEASURES	MANAGED RISK
Uneven farming land with access to a river and activity equipment.	Users	MEDIUM	<ul style="list-style-type: none"> <li>Safety briefing given to all users when they arrive at the site to highlight specific risks and boundaries</li> <li>Clients briefed not to use any equipment on site without instruction from Mendip Staff.</li> <li>Appropriate footwear to be worn at all times</li> </ul>	LOW
Injury caused by: -Stepping on lost arrows	Users	MEDIUM	<ul style="list-style-type: none"> <li>Archery ranges should not be used for other activities.</li> <li>Lost arrows reported and searched for after every session.</li> </ul>	LOW
Trespassers	Users	LOW	<ul style="list-style-type: none"> <li>Staff aware that there are public footpaths running through the land and to watch for users straying from the paths.</li> <li>Signs in place clearly marking the land as private.</li> </ul>	LOW
Falling in river / Drowning	Users	HIGH	<ul style="list-style-type: none"> <li>Briefing to all group members on arrival to the site regarding the water edge and not approaching it.</li> <li>All users of the water, landing area and waters edge must be wearing appropriate PPE</li> <li>Number of people on the jetty / slipway to be limited to avoid accidents and falls.</li> <li>If paddling under the M5 the group must be briefed to stay away from the fence/pipe as the walkway is undercut</li> </ul>	LOW
Electricity / Machinery	Users	MEDIUM	<ul style="list-style-type: none"> <li>Electric fences which control the cattle to be turned off before clients access the area.</li> <li>Water pump to only be used by Mendip staff.</li> </ul>	LOW
Farm animals	Users	MEDIUM	<ul style="list-style-type: none"> <li>Cattle to be removed from fields when clients present to avoid any accidents.</li> </ul>	LOW
No Drinking water	Users	LOW	<ul style="list-style-type: none"> <li>Water in the toilet block is not drinking water and signage is clearly in place to show this.</li> <li>Staff to inform all groups of this on arrival.</li> <li>Water taken on session and made available in hot weather.</li> </ul>	LOW
Opening of sluice gate	All Users	MEDIUM	<ul style="list-style-type: none"> <li>The water board have access to a system telling them when we are using the water, so the diary must be correct to prevent opening of the sluice when we have groups on the water.</li> <li>Staff are trained to know the signs of the sluice being opened and also where you can get off if they do open the sluice without letting us know.</li> <li>Instructors must have a mobile phone with them so the office can get hold of them if needed.</li> </ul>	LOW

# 4.Mendip Activity Centre - Tented Village

Venue for Mendip Residentials

HAZARD	WHO IS AT RISK?	UNMANAGED RISK	CONTROL MEASURES	MANAGED RISK
Injury to users by: -tripping over stiles throughout field -stepping on pegs -burns from catering area -sharp knives in catering area	All Users	MEDIUM	<ul style="list-style-type: none"> <li>Information pack and briefing given to leaders providing details of the camp</li> <li>Group are given a briefing at start of residential to cover all the safety points and information for the camp</li> <li>Group given boundaries to play in, normally not to leave the campsite field and stay within sight of the Hub</li> <li>No children allowed in the kitchen areas</li> <li>Safety briefing must include advising of the serving areas being a danger</li> <li>The Camp first aid kit is available for use and all staff will be briefed on its location.</li> <li>Where ever possible pegs are capped with a safety cover and groups briefed not to walk between tents to prevent injury.</li> </ul>	LOW
Getting lost around the campsite or toilets	All users	MEDIUM	<ul style="list-style-type: none"> <li>Only using the main toilet block during day light hours or when the lights are switched on, otherwise using the night time toilet block.</li> </ul>	LOW
Fire caused by: - smoking inside tents -Electrical/Gas Fault	All Users	HIGH	<ul style="list-style-type: none"> <li>Group are briefed about the fire procedure at the start of the camp</li> <li>No smoking in and around the area of the Canvas Village</li> <li>All smokers to use the campfire area</li> <li>All staff are given a welcome briefing with all the relevant information regarding shut offs for equipment</li> <li>All equipment to be checked annually</li> </ul>	LOW
Ticks: Lyme's Disease	All Users	MEDIUM	<ul style="list-style-type: none"> <li>Brief groups on Ticks and how to get them removed</li> <li>Advise groups to wear trousers and to check regularly for ticks</li> <li>Inform the group of the symptoms and when to seek further medical assistance</li> <li>Should a tick be found then a tick card should be given to them for their parents to see.</li> </ul>	LOW
Gas Leaks: Catering Equipment	All Users	MEDIUM	<ul style="list-style-type: none"> <li>Gas shut off valves are shown to camp leaders and staff so if a leak is suspected then it can be switched off.</li> </ul>	LOW
Extreme Weather	All Users	MEDIUM	<ul style="list-style-type: none"> <li>During the welcome brief the relevant procedure will be explained so all group members know what to do.</li> </ul>	LOW



# Residential Venues

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# 5.Residential - Barton

Venue for Mendip Residentials

HAZARD	WHO IS AT RISK?	UNMANAGED RISK	CONTROL MEASURES	MANAGED RISK
Slips and trips caused by— Uneven steps/floors Wet floors	All centre users	MEDIUM	<ul style="list-style-type: none"> <li>Group to be informed of the hazards</li> <li>Appropriate signage used where necessary</li> <li>When cleaning, appropriate cleaning methods/products used to minimise slipping risk</li> <li>Groups asked not to play on bunks or climb on walls</li> </ul>	LOW
Fire caused by— Electrical faults, Accidental fires, Gas Leak etc	All centre users	LOW	<ul style="list-style-type: none"> <li>See separate Fire Safety Report.</li> <li>All staff to be informed of the Evacuation Procedure.</li> <li>Centre is fitted with fire alarm and warning system</li> </ul>	LOW
Injury caused by vehicles	All centre users	MEDIUM	<ul style="list-style-type: none"> <li>Group to be informed of the hazards and boundaries set avoiding roads and car park.</li> </ul>	LOW
Members of the group accessing staff areas leading to potentially dangerous items such as cooking equipment, cleaning supplies, and activity kit.	All centre users	LOW	<ul style="list-style-type: none"> <li>Group members to be briefed of 'Out of Bounds' areas.</li> <li>If possible keep rooms locked.</li> <li>Access to rooms can be locked from the outside if required</li> </ul>	LOW
Power cuts	All centre users	LOW	<ul style="list-style-type: none"> <li>Emergency lighting and glow in the dark signs throughout the building.</li> <li>All staff to be informed of the Evacuation Procedure.</li> </ul>	LOW
Falling from bunk beds	Users	MEDIUM	<ul style="list-style-type: none"> <li>Groups briefed of the dangers.</li> </ul>	LOW
Swimming Pool	All centre users	HIGH	<ul style="list-style-type: none"> <li>Group members to be briefed of 'Out of Bounds' areas.</li> <li>Groups to follow Barton Camps pool usage policy.</li> <li>Area is clearly fenced and marked</li> </ul>	LOW

## 6. Residential - Biblins

Venue for Mendip Residentials

HAZARD	WHO IS AT RISK?	UNMANAGED RISK	CONTROL MEASURES	MANAGED RISK
Slips and trips caused by— Uneven steps/floors/ground Wet floors	All centre users	MEDIUM	<ul style="list-style-type: none"> <li>Group to be informed of the hazards on initial briefing</li> </ul>	LOW
Fire caused by— Electrical faults, Accidental fires, Gas Leaks etc	All centre users	LOW	<ul style="list-style-type: none"> <li>All staff and groups to be informed of the Evacuation Procedure.</li> </ul>	LOW
Injury caused by vehicles	All centre users	HIGH	<ul style="list-style-type: none"> <li>Group to be informed of the hazards and to avoid the road/car parks</li> </ul>	LOW
Members of public	All centre users	LOW	<ul style="list-style-type: none"> <li>Group members to be briefed of 'Out of Bounds' areas.</li> <li>Groups are reminded about 'stranger danger'</li> </ul>	LOW
Drowning in the river	All centre users	HIGH	<ul style="list-style-type: none"> <li>Group are given a briefing at start of residential to cover this point – No children allowed beyond the track without supervision.</li> </ul>	LOW
Delayed Emergency response due to limited phone signal	All centre users	MEDIUM	<ul style="list-style-type: none"> <li>There is an emergency landline phone in the Wardens office if needed</li> <li>All staff and instructors are to be made aware there is signal at the top of the track.</li> </ul>	LOW
Members of the group accessing staff areas leading to potentially dangerous items such as cooking equipment, cleaning supplies, and activity kit.	All centre users	MEDIUM	<ul style="list-style-type: none"> <li>No children allowed in the kitchens / stores</li> </ul>	LOW

# 7. Residential - Somermead

Venue for Mendip Residentials

HAZARD	WHO IS AT RISK?	UNMANAGED RISK	CONTROL MEASURES	MANAGED RISK
Slips and trips caused by— Uneven steps/floors/ground Wet floors	All centre users	MEDIUM	<ul style="list-style-type: none"> <li>Group to be informed of the hazards</li> <li>Appropriate signage where necessary</li> <li>When cleaning appropriate cleaning methods to minimise slipping risk</li> </ul>	LOW
Fire caused by— Electrical faults, Accidental fires, Gas Leaks etc	All centre users	LOW	<ul style="list-style-type: none"> <li>All staff to be informed of the Evacuation Procedure.</li> <li>Centre is fitted with fire alarm and warning system</li> </ul>	LOW
Injury caused by vehicles	All centre users	HIGH	<ul style="list-style-type: none"> <li>Group to be informed of the hazards and to avoid roads and car park</li> </ul>	LOW
Members of public	All centre users	LOW	<ul style="list-style-type: none"> <li>Group members to be briefed of 'Out of Bounds' areas.</li> <li>Groups are reminded about 'stranger danger'</li> </ul>	LOW
Power cuts	All centre users	LOW	<ul style="list-style-type: none"> <li>Emergency lighting and glow in the dark signs throughout the building.</li> <li>All staff to be informed of the Evacuation Procedure.</li> </ul>	LOW
Falling from bunk beds	Users	MEDIUM	<ul style="list-style-type: none"> <li>Groups briefed of the dangers.</li> </ul>	LOW
Members of the group accessing staff areas leading to potentially dangerous items such as cooking equipment, cleaning supplies, and activity kit.	All centre users	LOW	<ul style="list-style-type: none"> <li>Group members to be briefed of 'Out of Bounds' areas.</li> <li>If possible keep rooms locked.</li> <li>Access to rooms can be locked from the outside if required</li> </ul>	LOW



# Mountain Bike Venues

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## 8.MTB Venue - Ashton Court, Leigh Woods

Activities Venue for: Mountain Biking

HAZARD	WHO IS AT RISK?	UNMAN-AGED RISK	CONTROL MEASURES	MANAGED RISK
Injury caused by— Mud, Uneven ground, Litter, Debris on track	All centre users	MEDIUM	<ul style="list-style-type: none"> <li>• Clients are warned of the current conditions underfoot when booking in for activities or by the instructor on the session</li> <li>• Instructor to go first on the track during first run to ensure the track is clear of obstacles.</li> </ul>	LOW
Injury caused by vehicles	All centre users	HIGH	<ul style="list-style-type: none"> <li>• Groups briefed of the hazard</li> <li>• Minimise time spent on roads or areas with vehicles.</li> </ul>	LOW
Other users	All centre users	LOW	<ul style="list-style-type: none"> <li>• Groups briefed of the hazard and given instructions on what to do when other users approach as the site is a public area.</li> </ul>	LOW



# Caving Venues



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# 9.Caving - Denny's, Loxton

Venue for caving

HAZARD	WHO IS AT RISK?	UNMANAGED RISK	CONTROL MEASURES	MANAGED RISK
Approach to the cave - Uneven ground Hidden entrance	Group Members	MEDIUM	<ul style="list-style-type: none"> <li>Briefing to all group members of the hazards on the walk to the cave</li> </ul>	LOW
Injury caused by: -glass/ other debris in the cave -falling rocks	Users	MEDIUM	<ul style="list-style-type: none"> <li>Safety briefing given to all users when they arrive at the site to highlight specific risks and boundaries.</li> <li>Group members to wear appropriate PPE at all times in the cave and around entrances.</li> </ul>	LOW
Disturbance of Bats	Group Members	LOW	<ul style="list-style-type: none"> <li>Briefing given to not disturb bats and why its an issue. Should include not touching and shining lights onto them.</li> </ul>	LOW

# 10.Caving - Goatchurch

Venue for caving

HAZARD	WHO IS AT RISK?	UNMANAGED RISK	CONTROL MEASURES	MANAGED RISK
Falling down - Badgers Hole, Giants Stairs, Jacob's Ladder Tradesman's Entrance, Coal Chute	Group Members	MEDIUM	<ul style="list-style-type: none"> <li>Instructor/assistant should spot wherever needed and use a rope to assist if required.</li> <li>Instructor must use either a belay line or assisted hand line when using the Coal Chute.</li> </ul>	LOW
Becoming stuck in - 'Hole in the Floor' Hellish Tight Superman Squeeze	Group Members	MEDIUM	<ul style="list-style-type: none"> <li>Group members are briefed on how to attempt the squeeze and what to do if unsuccessful</li> <li>If the instructors believes a group member wont be able to do the squeeze then advise them against it and provide an alternative route.</li> </ul>	LOW
Approach to the cave - Steps Crossing road	Group Members	HIGH	<ul style="list-style-type: none"> <li>Briefing to all group members of the hazards on the walk to the cave</li> <li>Groups only to cross the road when necessary and must be with an instructor.</li> </ul>	LOW
Other groups	Group Members	MEDIUM	<ul style="list-style-type: none"> <li>Safety briefing for group members highlighting issues and reinforced when needed.</li> </ul>	LOW
Injury caused by: -glass/ other debris in the cave -falling rocks	Users	MEDIUM	<ul style="list-style-type: none"> <li>Safety briefing given to all users when they arrive at the site to highlight specific risks and boundaries.</li> <li>Group members to wear appropriate PPE at all times in the cave and around entrances.</li> </ul>	LOW
Disturbance of Bats	Group Members	LOW	<ul style="list-style-type: none"> <li>Briefing given to not disturb bats and why its an issue. Should include not touching and shining lights onto them.</li> </ul>	LOW

# 11.Caving - Pierre's Pot

Venue for caving

HAZARD	WHO IS AT RISK?	UNMANAGED RISK	CONTROL MEASURES	MANAGED RISK
Falling down - Entrance climb	Group Members	MEDIUM	<ul style="list-style-type: none"> <li>Instructor/assistant should spot wherever needed and use a rope to assist if required.</li> </ul>	LOW
Becoming stuck in - Lower Series	Group Members	LOW	<ul style="list-style-type: none"> <li>Group members are briefed on how to attempt the squeeze &amp; what to do if unsuccessful</li> <li>If the instructor believes a group member wont be able to do the squeeze then advise them against it and provide an alternative route.</li> </ul>	LOW
Approach to the cave - Crossing road	Group Members	HIGH	<ul style="list-style-type: none"> <li>Briefing to all group members of the hazards on the walk to the cave</li> <li>Groups only to cross the road when necessary and must be with an instructor.</li> </ul>	LOW
Other groups	Group Members	MEDIUM	<ul style="list-style-type: none"> <li>Safety briefing for group members highlighting issues and reinforced when needed.</li> </ul>	LOW
Injury caused by: -glass/ other debris in the cave -falling rocks	Users	MEDIUM	<ul style="list-style-type: none"> <li>Safety briefing given to all users when they arrive at the site to highlight specific risks and boundaries.</li> <li>Group members to wear appropriate PPE at all times in the cave and around entrances.</li> </ul>	LOW
Disturbance of Bats	Group Members	LOW	<ul style="list-style-type: none"> <li>Briefing given to not disturb bats and why its an issue. Should include not touching and shining lights onto them.</li> </ul>	LOW

# 12.Caving - Rod's Pot

Venue for caving

HAZARD	WHO IS AT RISK?	UNMANAGED RISK	CONTROL MEASURES	MANAGED RISK
Falling down - The entrance step over The 'Pots' The Bear Pit	Group Members	HIGH	<ul style="list-style-type: none"> <li>Instructor/assistant should spot wherever needed and use a rope to assist if the group need it.</li> <li>Instructor must use a traverse line when going over the 'Pots'</li> <li>An assisted hand line must be used when attempting the Bear Pit</li> </ul>	LOW
Injury caused by: -glass/ other debris in the cave -falling rocks	Users	MEDIUM	<ul style="list-style-type: none"> <li>Safety briefing given to all users when they arrive at the site to highlight specific risks and boundaries.</li> <li>Group members to wear appropriate PPE at all times in the cave and around entrances.</li> </ul>	LOW
Approach to the cave	Group Members	MEDIUM	<ul style="list-style-type: none"> <li>Briefing to all group members of the hazards on the walk to the cave</li> </ul>	LOW
Disturbance of Bats	Group Members	LOW	<ul style="list-style-type: none"> <li>Briefing given to not disturb bats and why its an issue. Should include not touching and shining lights onto them.</li> </ul>	LOW

# 13.Caving - Sandford Levvy

Venue for caving

HAZARD	WHO IS AT RISK?	UNMANAGED RISK	CONTROL MEASURES	MANAGED RISK
Falling down - Test holes/shafts	Group Members	MEDIUM	<ul style="list-style-type: none"> <li>Group to be given briefing at the beginning warning of the shafts.</li> <li>None of the shafts to be used</li> </ul>	LOW
Damaging formations and bats	Group Members	LOW	<ul style="list-style-type: none"> <li>Group to be given briefing regarding conservation issues and not to cross the conservation tape.</li> </ul>	LOW
Injury caused by: -glass/ other debris in the cave -falling rocks	Users	MEDIUM	<ul style="list-style-type: none"> <li>Safety briefing given to all users when they arrive at the site to highlight specific risks and boundaries.</li> <li>Group members to wear appropriate PPE at all times in the cave and around entrances.</li> </ul>	LOW
Approach to the cave - Crossing road	Group Members	HIGH	<ul style="list-style-type: none"> <li>Briefing to all group members of the hazards on the walk to the cave</li> <li>Groups only to cross the road when necessary and must be with an instructor.</li> </ul>	LOW
Disturbance of Bats	Group Members	LOW	<ul style="list-style-type: none"> <li>Briefing given to not disturb bats and why its an issue. Should include not touching and shining lights onto them.</li> </ul>	LOW

# 14.Caving - Sidcot Swallet

Venue for caving

HAZARD	WHO IS AT RISK?	UNMANAGED RISK	CONTROL MEASURES	MANAGED RISK
Falling down - The entrance climb Lobster Pot	Group Members	MEDIUM	<ul style="list-style-type: none"> <li>Instructor/assistant should spot wherever needed and use a rope to assist if the group need it.</li> <li>Instructor must use a hand line for the Lobster Pot</li> </ul>	LOW
Becoming stuck in - Lobster Pot	Group Members	LOW	<ul style="list-style-type: none"> <li>If needed then an assisted hand line can be used to assist the climber out of the lobster Pot</li> </ul>	LOW
Hyperthermia	Group Members	MEDIUM	<ul style="list-style-type: none"> <li>The ducks are not to be attempted.</li> </ul>	LOW
Injury caused by: -glass/ other debris in the cave -falling rocks	Users	MEDIUM	<ul style="list-style-type: none"> <li>Safety briefing given to all users when they arrive at the site to highlight specific risks and boundaries.</li> <li>Group members to wear appropriate PPE at all times in the cave and around entrances.</li> </ul>	LOW
Approach to the cave - Steps Crossing road	Group Members	HIGH	<ul style="list-style-type: none"> <li>Briefing to all group members of the hazards on the walk to the cave</li> <li>Groups only to cross the road when necessary and must be with an instructor.</li> </ul>	LOW
Disturbance of Bats	Group Members	LOW	<ul style="list-style-type: none"> <li>Briefing given to not disturb bats and why its an issue. Should include not touching and shining lights onto them.</li> </ul>	LOW

# 15.Caving - Swildons hole

Venue for caving

HAZARD	WHO IS AT RISK?	UNMANAGED RISK	CONTROL MEASURES	MANAGED RISK
Falling down - Step from Zig-Zags, Entrance chamber, Jacob's Ladder, 8ft climb below 40ft, Old 40ft Pitch, 20ft Pitch, Double Pots, Tratmans Temple entrance/exit, Barnes Loop	Group Members	HIGH	<ul style="list-style-type: none"> <li>Instructor/assistant should spot wherever needed and use a rope to assist if the group need it.</li> <li>Only Level 2 and above instructors to go beyond the 20ft pitch and go down the old 40ft</li> <li>Group members to wear harnesses when using the pitch</li> </ul>	LOW
Hyperthermia	Group Members	HIGH	<ul style="list-style-type: none"> <li>Group members to be wearing appropriate clothing.</li> <li>Group briefed to inform the instructor when getting cold</li> <li>Instructor to monitor group and carry a survival bag</li> </ul>	LOW
Exhaustion	Group Members	MEDIUM	<ul style="list-style-type: none"> <li>Group briefed to inform the instructor when getting tired</li> <li>Instructor to monitor group to watch for signs of exhaustion</li> </ul>	LOW
Becoming entangled when climbing ladder	Group Members	MEDIUM	<ul style="list-style-type: none"> <li>Hiking boots are not to be worn when using a ladder</li> <li>Releasable rigging system to be used to allow ladder to be removed</li> </ul>	LOW
Drowning	Group Members	MEDIUM	<ul style="list-style-type: none"> <li>Don't use the cave when severe weather is forecast</li> <li>May need to adjust route for the group if water levels are high.</li> </ul>	LOW
Injury caused by: -glass/ other debris in the cave -falling rocks	Users	MEDIUM	<ul style="list-style-type: none"> <li>Safety briefing given to all users when they arrive at the site to highlight specific risks and boundaries.</li> <li>Group members to wear appropriate PPE at all times in the cave and around entrances.</li> </ul>	LOW
Approach to the cave	Group Members	MEDIUM	<ul style="list-style-type: none"> <li>Briefing to all group members of the hazards on the walk to the cave</li> </ul>	LOW
Disturbance of Bats	Group Members	LOW	<ul style="list-style-type: none"> <li>Briefing given to not disturb bats and why its an issue. Should include not touching and shining lights onto them.</li> </ul>	LOW



# River Venues

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PHAROS  
RESPONSE



Active  
in north somerset



# 16. River Avon

Venue for river trips

HAZARD	WHO IS AT RISK?	UNMANAGED RISK	CONTROL MEASURES	MANAGED RISK
Fishermen causing tangles in lines.	Group Members	MEDIUM	<ul style="list-style-type: none"> <li>Group to be briefed of the hazard during the initial safety brief.</li> <li>Instructor to lead and communicate with the fishermen early.</li> <li>Group to take a wide line to avoid as much as possible</li> </ul>	LOW
Trees becoming a strainer	Group Members	MEDIUM	<ul style="list-style-type: none"> <li>Group to be briefed of the hazard during the initial safety brief then managed on the water.</li> </ul>	LOW
Becoming separated from the group	Group Members	MEDIUM	<ul style="list-style-type: none"> <li>Group to be briefed of the hazard during the initial safety brief.</li> <li>Instructor to closely manage the group</li> </ul>	LOW
Drowning caused by— Moving water Weirs	Group Members	HIGH	<ul style="list-style-type: none"> <li>Group to be briefed of the hazard during the initial safety brief.</li> <li>Appropriately qualified instructor to be used to run the river trip or portage around the</li> </ul>	LOW
Other river users— Sight-seeing boats	Group Members	MEDIUM	<ul style="list-style-type: none"> <li>Group to be briefed of the hazard during the initial safety brief.</li> <li>Instructor to manage the group when the boats are close.</li> </ul>	LOW

# 17. River Wye

Venue for river trips

HAZARD	WHO IS AT RISK?	UNMANAGED RISK	CONTROL MEASURES	MANAGED RISK
Fishermen causing tangles in lines.	Group Members	MEDIUM	<ul style="list-style-type: none"> <li>Group to be briefed of the hazard during the initial safety brief.</li> <li>Instructor to lead and communicate with the fishermen early.</li> <li>Group to take a wide line to avoid as much as possible</li> </ul>	LOW
Trees becoming a strainer	Group Members	MEDIUM	<ul style="list-style-type: none"> <li>Group to be briefed of the hazard during the initial safety brief then managed on the water.</li> </ul>	LOW
Becoming separated from the group	Group Members	MEDIUM	<ul style="list-style-type: none"> <li>Group to be briefed of the hazard during the initial safety brief.</li> <li>Instructor to closely manage the group</li> </ul>	LOW
Drowning caused by— Capsizing in moving water	Group Members	MEDIUM	<ul style="list-style-type: none"> <li>Group to be briefed of the hazard during the initial safety brief.</li> <li>Appropriately qualified instructor to be used to run the river trip</li> </ul>	LOW
Other river users— Sight-seeing boats	Group Members	MEDIUM	<ul style="list-style-type: none"> <li>Group to be briefed of the hazard during the initial safety brief.</li> <li>Instructor to manage the group when the boats are close.</li> </ul>	LOW

# 18. River Yeo

Venue for watersports

HAZARD	WHO IS AT RISK?	UNMANAGED RISK	CONTROL MEASURES	MANAGED RISK
Slips and trips caused by— Wet jetty Muddy field	Group members	MEDIUM	<ul style="list-style-type: none"> <li>Group to be informed of the hazards during briefing</li> </ul>	LOW
Vehicles	Group members	HIGH	<ul style="list-style-type: none"> <li>Group to be informed of the hazards during briefing and to avoid the road/car park</li> <li>Minimise time spent in the car park.</li> </ul>	LOW
Injury to lower limbs from shallow water	Group members	MEDIUM	<ul style="list-style-type: none"> <li>Group to be informed of the hazards during briefing</li> <li>Groups only allowed to jump in when in deep water</li> </ul>	LOW
Drowning in weir	Group members	LOW	<ul style="list-style-type: none"> <li>Group to be informed of the hazard, the weir is only a hazard in higher water levels and sessions will be tailored to the ability of the group</li> </ul>	LOW



# Rocksport Venues



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PHAROS  
RESPONSE



# 19.Sandford Quarry

Activities Venue for: Rocksport and Archery Active

HAZARD	WHO IS AT RISK?	UNMAN-AGED RISK	CONTROL MEASURES	MANAGED RISK
Injury caused by: -Rock fall -Other users -Falls -Broken Glass/Litter	Users	MEDIUM	<ul style="list-style-type: none"> <li>Quarry area to be used is checked before every use in case of loose rock/litter/changes</li> <li>Safety briefing given to all users when they arrive at the site to highlight specific risks and boundaries etc.</li> <li>Only properly equipped group members or staff should be near the cliff bottoms or tops.</li> <li>Any unauthorised persons are asked to leave the quarry.</li> <li>Gates into the quarry are kept closed whenever possible.</li> <li>When groups are taking part in abseiling and are near to the top they must be supervised and safeguarded by a member of Mendip Staff.</li> <li>Whenever possible Mendip Staff will check the climbing area for any litter/glass and remove.</li> </ul>	LOW
Damage caused to vehicles by uneven access track	Users	LOW	<ul style="list-style-type: none"> <li>Mendip Staff are briefed on the condition of the access track and must adhere to Mendip guidelines on vehicle usage in the quarry</li> <li>Clients are informed of the access tracks state and are informed it is their decision if they want to use it. Parking is available in Quarry Road.</li> </ul>	LOW

# 20.Symonds Yat Rock

Activities Venue for: Rocksports

HAZARD	WHO IS AT RISK?	UNMAN-AGED RISK	CONTROL MEASURES	MANAGED RISK
Injury caused by: -glass/ other debris in the car park -falling rocks -mud -uneven and steep ground	Users	MEDIUM	<ul style="list-style-type: none"> <li>Safety briefing given to all users when they arrive at the site to highlight specific risks and boundaries.</li> <li>Site checked on arrival and cleared of any rubbish if necessary.</li> <li>Appropriate footwear to be worn at all times.</li> <li>Only group members with appropriate PPE to approach the rock face</li> <li>At the bottom of the crag it is advised to put a handline up to protect the steep area of land.</li> </ul>	LOW
Other users	Users	MEDIUM	<ul style="list-style-type: none"> <li>Safety briefing given to all users when they arrive at the site to regarding ' stranger danger' risks.</li> </ul>	LOW
Car Park and Road -walking to the toilets	Users	HIGH	<ul style="list-style-type: none"> <li>Briefing to all group members of the on arrival to the site regarding the dangers</li> <li>Groups informed to access the toilets via the footpath and go as a group</li> </ul>	LOW

# 21.Burrington Combe, Goblin Combe, Uphill

Activities Venue for: Rocksports

HAZARD	WHO IS AT RISK?	UNMAN-AGED RISK	CONTROL MEASURES	MANAGED RISK
Injury caused by: -glass/ other debris in the car park -falling rocks	Users	MEDIUM	<ul style="list-style-type: none"> <li>Safety briefing given to all users when they arrive at the site to highlight specific risks and boundaries.</li> <li>Site checked on arrival and cleared of any rubbish if necessary.</li> <li>Appropriate footwear to be worn at all times.</li> <li>Only group members with appropriate PPE to approach the rock face / edge</li> </ul>	LOW
Other users	Users	MEDIUM	<ul style="list-style-type: none"> <li>Safety briefing given to all users when they arrive at the site to regarding ' stranger danger' risks.</li> </ul>	LOW
Car Park and Road -walking to the toilets	Users	HIGH	<ul style="list-style-type: none"> <li>Briefing to all group members of the on arrival to the site regarding the dangers</li> <li>Groups informed to access the toilets via the edges of car parks not across them</li> <li>Groups only to cross roads when necessary and must be with an instructor.</li> </ul>	LOW