

SALESIANS OF DON BOSCO – RISK ASSESSMENT

PROCESS / ACTIVITY

ACTIVITY – NIGHT WALKING

LIKELIHOOD (Chances of occurrence)		SEVERITY (Outcome)	
2	Remote Possibility	2	Negligible Injury
4	Unlikely	4	Minor Injury
6	Possible	6	Major Injury or Disability
8	Very Likely	8	Death
10	Certainty	10	Multiple Deaths

HAZARDS		BEFORE CONTROLS		
		LIKELIHOOD RATING	X SEVERITY	= RISK
1	Adverse weather	6	6	36
2	Slips, trips and falls	8	6	48
3	Illness of a participant	6	6	36
4	Group inexperience	8	6	48
5	Participants ill-equipped	8	6	48
6	Inappropriate clothing/footwear	8	6	48

LOW (1 – 30)	MEDIUM (30 – 40)	HIGH (40 – 80)	VERY HIGH (80 – 100)
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WHO MIGHT BE HARMED?

1	Employees
2	Volunteers
3	Young people (visiting groups)

CONTROLS

Managers are required to tick Yes or No to confirm that these Controls are <u>actually</u> in place. If they are not, you must identify them in the table below – FURTHER ACTION REQUIRED		IN-SITU	
		YES	NO
1	Team member to check weather forecast beforehand and make alternative plans if the conditions are not suitable e.g. too wet, icy, fog, etc.	√	
2	The leader of the group will be a retreat team member and will be responsible for changing the route wherever necessary.	√	
3	There will always be at least one named first aider on the walk and two first aid kits (one at the front of the group and one at the back). Retreat team members will only be permitted to provide basic first aid treatment.	√	
4	Participants will only be allowed to go on the walk if they are wearing the appropriate clothing and footwear e.g. waterproofs, walking shoes, hat, etc.	√	
5	The retreat team will ensure that there are sufficient supplies of drinking water for the group.	√	
6	Night walking will only take place between the hours of 8pm and 10.30pm.	√	
7	Night walks will be on relatively flat terrain.	√	
8	A retreat team member will check the condition of the route beforehand when there has been heavy rain in the preceding day/s.	√	
9	Retreat team members will place themselves at the front, middle and back of the group at all times to ensure persons do not venture off predetermined	√	

	route.		
10	Retreat team members will ensure that the teachers (or equivalent) of the young people are aware of all the groups' medical conditions and will remind them to carry the appropriate medication on the walk e.g. inhalers, insulin, etc. Only qualified teachers will be permitted to administer the above medication to the young people.	√	
11	Retreat team members will carry mobile phones (various networks) to provide as much coverage as possible. Whistles will be kept with first aid kits.	√	
12	Members of the retreat team will supervise the group through/past hazards e.g. crossing roads, etc. Areas of uneven ground e.g. by the Poacher's Arms, will be closely supervised by the retreat team who will spread out the torches to provide improved visibility.	√	
13	Every member of the retreat team will carry a torch. There will be at least one torch for every four people.	√	
14	There will be regular breaks to allow slower members of the group to catch up and rest before moving on.	√	
15	A head count will be conducted at the beginning and end of the walk.	√	
16	The retreat team will at all times have absolute control of the walk including; who may/may not participate, the route, duration, change of plan, etc.	√	
17	Retreat team members and adults appointed to assist on the walk will not be permitted to consume alcohol before or during the activity.	√	

RISK RATING AFTER CONTROLS

HAZARDS		LIKELIHOOD X SEVERITY = RISK RATING		
1	Adverse weather	4	4	16
2	Slips, trips and falls	6	4	24
3	Illness of a participant	6	4	24
4	Group inexperience	6	4	24
5	Participants ill-equipped	4	4	16
6	Inappropriate clothing/footwear	2	4	8

LOW (1 – 30)	MEDIUM (30 – 40)	HIGH (40 – 80)	VERY HIGH (80 – 100)
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FURTHER ACTION REQUIRED

Managers are required to insert further controls required		Date Completed
1		
2		
3		
4		

<p>Assessment Completed By: Management Team</p> <p>Position: n/a</p> <p>Date: July 2014</p> <p>Review Date: July 2015</p>	<p>Approved By: Anne-Marie Parkinson Health & Safety Coordinator</p> <p>Signed: AM Parkinson</p>
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