

## Covid-19 restarting face to face Scouting risk assessment

<b>Name of Section or Activity</b>	Jordans Close Archery– social distancing and cleaning of equipment.	<b>Date of risk assessment</b>	19 <sup>th</sup> Aug 2020	<b>Name of who undertook this risk assessment</b>	Stuart Andrews – District Chair	<b>COVID-19 readiness level transition</b>	Red to Amber
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Hazard Identified? / Risks from it?	Who is at risk?	How are the risks already controlled? What extra controls are needed?	What has changed that needs to be thought about and controlled?
<p><b>Hazard</b> – something that may cause harm or damage.</p> <p><b>Risk</b> – the chance of it happening.</p>	Young people, Leaders, Visitors?	<p><b>Controls</b> – Ways of making the activity safer by removing or reducing the risk from it. For example - you might use a different piece of equipment or you might change the way the activity is carried out.</p>	Keep <b>checking</b> throughout the activity in case you need to change it...or even <b>stop</b> it! This is a great place to add comments which will be used as part of the review.
Maintaining social distance during archery: higher risk of infection spread if social distancing not maintained.	Young People, Leaders / Instructors	<ul style="list-style-type: none"> <li>▪ In line with Scout HQ guidance the maximum number of people per group is 15, this includes leaders/instructors and young people. Where possible within this keep to bubbles of 6 to reduce risk of infection.</li> <li>▪ <b>We currently only have 10 arm braces so this is the maximum number of participants currently allowed as these will need to be left for 72hrs after each session. If groups have their own arm braces then the group can increase to a total of 15.</b></li> <li>▪ <b>Bedford and Ouse Valley Scout District will review and approve all Group risk assessments to ensure that social distancing and cleaning schedules are planned and maintained for the duration of the activity.</b></li> <li>▪ Signage at the site will direct users as to which buildings are closed and where appropriate, doors will be locked or access barred. There will be signage to reinforce messages on washing hands, maintaining social distancing and required cleaning.</li> <li>▪ Try to ensure that only one person is in the Archery equipment store at any one time. Make sure that each person is able to carry out the task in the store. Take additional care with lifting and moving heavy equipment.</li> <li>▪ Ensure store doors are fully open to maximise ventilation and viewing.</li> <li>▪ All equipment should be carried to the range by a leader along with the hand sanitizer dispenser and sanitizer wipes for use on the range. Also a table with a wipeable surface.</li> </ul>	

Additional information can be found in the [Safety Checklist for Leaders](https://scouts.org.uk/safety) and other information at [scouts.org.uk/safety](https://scouts.org.uk/safety)

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		<ul style="list-style-type: none"> <li>▪ There are two entrances on the range to be used on a one way in / one way out basis.</li> <li>▪ Briefing of young people to take place in grass area outside the range ensuring social distancing.</li> <li>▪ At any time there should only be two participants at the range and two participants waiting on the benches ensuring social distancing. Within the range there will be one instructor to instruct and another to wipe down equipment with sanitizer wipes at the table provided.</li> <li>▪ On entering the range everyone should use hand sanitizer.</li> <li>▪ No close contact instruction can be given.</li> <li>▪ Once a participant has finished and when instructed to do so they will collect their arrows and leave them and their equipment on the table for cleaning.</li> <li>▪ Keep activities within the capabilities of all young persons.</li> <li>▪ Avoid sharing equipment if the size of group allows. If not then all equipment must be sanitized between users.</li> <li>▪ Only remove from the store equipment that will be needed.</li> </ul>	
Hygiene of activity equipment: Higher risk of infection spread if hygiene not carried out.	Young People, Leaders / Instructors	<ul style="list-style-type: none"> <li>• Within the store there will be hand sanitizer and sanitizer wipes. All equipment should be wiped before and after use.</li> <li>• As arm braces cannot be cleaned effectively then the site management team will restrict usage to groups every three days to allow 72hrs to pass between groups using the equipment.</li> <li>• Cleaning of equipment should be completed by Leaders / Instructors. Young people must not be involved in any Covid-19 cleaning.</li> <li>• Where possible equipment should be left for 72hrs between uses.</li> <li>• Have hand sanitizer available for young people and instructors to use after each session.</li> </ul>	

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		<ul style="list-style-type: none"> <li>Use of toilet block will be as per the Jordans Close Risk Assessment.</li> <li>Site showers should not be used</li> </ul>	

**Review:** This risk assessment is for a section to move from one COVID Readiness alert level to the next, an additional risk assessment should be produced for each move proposed.

		Checked by Executive	Name, Ian Wright Role / level District Treasurer Date 21/8/20
Approved by Commissioner	Name, Greg Kilpin Role / level District Commissioner Date 21/8/20	Approved by Executive	Name, Stuart Andrews Role / level District Chairman Date 25/8/20
Notification of level change	Monday 6 <sup>th</sup> July 2020 by Scout HQ		

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