

Risk Assessment for Orienteering

Risk assessments are concerned with identifying the hazards (i.e. things which might go wrong or cause an accident/injury), evaluating the likelihood of a particular event occurring (i.e. level of risk) and putting measures in place needed to reduce or eliminate the risk.

| | | | |
|---|--|---|-------------------|
| Name of Club / satellite club name / after school club | | Hertfordshire Orienteering Club | |
| Name of person completing this form | [REMOVED] | Position of person completing this form (Coach, organiser etc) | Planner/Organiser |
| Venue for session / event / activity | St Albans, East side | Date for session / event / activity | [REMOVED] |
| Name of person in charge of session / event / activity | | [REMOVED] | |
| Risk assessment signed | [REMOVED] | Risk assessment dated | [REMOVED] |
| Risk assessment checked by (name, position and date) | Print name & position (coach mentor, controller etc): | | |
| | Sign and date: | | |

Emergency Information

| | | |
|--|---|---|
| Emergency access point (for emergency vehicles) | Post code / grid reference: Clarence Park Road, St Albans, AL1 4NF | Place from which signed: |
| Nearest A&E hospital: | Name and Post code: Minor injuries til 8pm. St Albans Hospital, Waverley Road, St. Albans, Hertfordshire, AL3 5PN 24/7 General A&E: Watford General, Vicarage Road, Watford, Hertfordshire WD18 0HB | Map available (where): Maps available for organiser |
| Working telephone: | Landline or mobile: If mobile (reception checked?) Mobile | Number: [REMOVED] |
| First Aid cover | Name of first aider: Small first aid kit available at the Start/finish. | Located where? Help at Start/Finish |

The Risk Assessment

It is essential that the mitigation column is completed in detail so that the control measures and who is responsible is fully understood in advance of the activity / session / event and that all staff / helpers are fully briefed.

NB: it is not sufficient only to put warnings in preliminary information as there is no way of being sure that all participants will have read them.

| Hazard – note under these headings (see suggested examples to consider) | Possible outcome / injury including note on severity and likelihood of occurrence | Mitigation <ul style="list-style-type: none"> What control measure? Who is responsible? |
|--|---|--|
| In area to be used (indoor / outdoor): Outdoors | Traffic accident Falling on hard surfaces Twisted ankles Bruises Grazes Street furniture | Under 16 only if accompanied by an adult Courses planned to avoid multiple crossings of the busiest roads. Pre briefing of competitors to include request to cross roads safely and use pedestrian crossing where possible. Planner/Organiser |
| Participants | Lost | Urban area so can ask for assistance from local residents Also finish close to cars & shelter Organiser responsible for search plan |
| Other people/activities in area Dog walkers Cyclists Runners Pedestrians Car drivers | Bumping into others causing them harm. Falling on hard surfaces Twisted ankles, Bruises, Grazes | Briefing for competitors Organiser |
| Weather | Hot or cold Windy | Organiser to cancel if extreme weather |
| Equipment | N/a | N/a |

Examples of hazards with the potential to cause harm

NB: this list is not exhaustive; nor will all these be present. It is given as an aid to the person completing the risk assessment.

| | | |
|---|---|---|
| Area to be used: Indoors <ul style="list-style-type: none"> • Floor surface • Other equipment/obstacles • Shared use (dining room / other activities) | Area to be used: Outdoors <ul style="list-style-type: none"> • Uneven surfaces • Slopes/steps • Slippery surfaces • Tree roots/branches • Vegetation (prickly, stinging) • Wire / ruined fences • Walls to be climbed • Litter (glass, used needles) • Water (streams, rivers, ponds) • Cliffs / crags • Traffic (including road crossings) • Rail / tram lines • Mineshafts / caves • Military debris | Equipment: <ul style="list-style-type: none"> • Pencils in hand when running • Pin punches • Cane tops • Tent guys • Electrical equipment – cables • Generators • Cooking equipment |
| Participants: <ul style="list-style-type: none"> • Clothing / shoes • Existing medical conditions • Unexpected reactions/allergies • Disorientation • Tiredness | Other people / activities in area: <ul style="list-style-type: none"> • Walking dogs • Cyclists • Horse riders • Forestry operations • Park maintenance • Shooting / archery • Golf • Stranger danger | Weather: <ul style="list-style-type: none"> • Cold / heat • Rain / snow / hail • Excessive wind • Lightning |