

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)	Organiser
Venue for session / event / activity	Chipperfield Common	Date for session / event / activity	[REMOVED]
Name of person in charge of session / event / activity		[REMOVED]	
Risk assessment signed		Risk assessment dated	
Risk assessment checked by (name, position and date)	Print name & position (coach mentor, controller etc): [REMOVED]		
	Sign and date:		

Emergency Information

Emergency access point (for emergency vehicles)	Post code / grid reference: WD4 9BS / TL 045 015 - Road access to the Common.	Place from which signed: On approaches to village.
Nearest A&E hospital:	Name and Post code: Watford General Hospital Vicarage Road Watford, Herts. WD18 0HB	Map available (where): At event centre.
Working telephone:	Landline or mobile: Mobile If mobile (reception checked?) Yes	Number: [REMOVED]
First Aid cover	Name of first aider: [REMOVED]	Located where? Event centre – Blackwells Cafe

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?
<p>In area to be used (indoor / outdoor): Vegetation-brambles, tree roots, trees</p> <p>Water-Ponds in area</p> <p>Traffic on roads / tracks.</p> <p>Indoor flooring - protective cardboard</p>	<p>Most likely minor cuts grazes or twisted ankles. Major cuts or broken bones could occur, but very unlikely.</p> <p>Risk of drowning, Cold Water immersion and hyperthermia.</p> <p>Low risk as traffic should only be moving slowly through competition area.</p> <p>Risk of tripping / slipping</p>	<p>Planner to use control sites that do not encourage risky behaviour.</p> <p>There is no reason why competitors should enter the ponds. Planner will ensure courses minimise risks.</p> <p>Organiser to position download and registration away from road and provide Marshalls to assist crossing to and from competition area. Start official to warn competitors of traffic dangers in competition area.</p> <p>Planner will ensure courses keep away from roads and car parks.</p> <p>Tape sheets together and secure beneath tables / chairs.</p>
<p>Participants Medical Condition</p> <p>Additional traffic arriving to park cross with route to start and from finish.</p>	<p>As in any activity there is a very low risk of sudden illness, e.g. heart attack which could be fatal.</p> <p>Risk of collision resulting in minor injury.</p>	<p>Trained first aider present with first aid kit, phone and details of nearest A&E department</p> <p>Marshall to assist pedestrians crossing and signs in place to warn traffic (Organiser)</p>

Other people/activities in area Public wood so members of public including dog walkers and cyclists.	Collisions leading to bumps and bruises, dogs biting or tripping people. Minor injuries possible, major very unlikely.	Start officials remind participants that wood is used by members of the public including cyclists, horse riders and dog walkers so they need to be considerate of them.
Weather	Need to be aware of cold or snow / ice.	Registration and start officials to remind competitors of caution needed for frozen or icy ground (Organiser) All competitors checked in (via comparison of finish to check box), Dave Tookey Very inclement road conditions for traveling will lead to cancellation, clear policy on flier (Organiser following consultation with Controller)
Equipment Computers	Cable tripping hazard.	Equipment sited indoors and positioned to minimize dangers.

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