

Leeds University Union

Risk Assessment

Name of Group	LUU Duke Of Edinburgh Society	Date of Assessment	24/09/10		
Hazards?	Who might be harmed and how?	What are you doing already?	What further action is necessary?		
		Action required	By whom	when	Done
Expedition Section					
Getting lost, wandering onto unknown territory	Groups on expeditions getting lost and separated	Teaching map reading and good camp craft skills.			
Camping equipment e.g. Trangia stoves	Groups on expeditions not knowing how to use the equipment	Training sessions demonstrating and practising how to use the equipment	Watch each member operate a stove	Committee member	Practice Expedition
Extreme Weather	Groups on expedition. Heat stroke, hypothermia, dehydration	Making sure kit is sufficient to protect individuals on expeditions. E.g. Warm clothing, waterproofs, sun hat	Outdoor first aid training given to all members	Qualified first aider	Training session
Group unprepared for expedition	Lacking proper equipment, lacking necessary skills e.g. map reading skills. Getting lost, lack of equipment could cause serious problems in bad weather e.g. hypothermia if not having enough warm clothes	Groups are given kit lists and talked over each item of kit. Groups are recommended to go for the Award level suitable for their level of ability	Make sure groups do not attempt an expedition beyond the group's ability	Committee member	

Carried out by Matthew Evans M.J. Evans
CHRIS HODGSON CHAMBERLAIN H.L. CHAMBERLAIN Review Date
CSH/CSH



Accidents happening during the expedition	Groups on expedition. Falling, twisting ankles, broken bones, getting ill	Mobile phones can be carried in case of emergencies. No group member is left on their own at any time. All committee members supervising the expedition will have first aid qualifications	Outdoor first aid training given to all members	Qualified first aider	Training session
<u>Voluntary Section</u>					
Accidents happening during voluntary service	Volunteers not knowing safety regulations for their workplace	Volunteers know to check safety regulations for their workplace, familiarise with fire exits, first aid points etc	Volunteers should be given a tour of fire exits and locations of first aid kits, plus be told who is the first aider		
Working with children/ vulnerable people	Accusations of neglect/abuse (physical, sexual, mental)	Ensure volunteer has CRB check and knows the work place's procedures.	Ensure the volunteer is never left alone with the children they are looking after	Staff	
Conservation/ archaeological/ animal work	Injury from physical work, contact with contaminated objects/ livestock	Appropriate inoculations are up to date e.g. tetanus. Do not lift heavy objects without training. Do not use tools you are not trained for	Volunteers should be shown how to use equipment required	staff	
<u>Physical Section</u>					
Participation in sport	Injury and accidents, no insurance leaving participants vulnerable to lawsuits	Participants are recommended to check whether they are covered by insurance.	Check if the centre they are going to meets the minimum requirements e.g. riding school is BHS registered	Participants	

Out-of-date equipment	Injuries, level of protection offered by equipment is not up to standard	Ensure participant's own equipment, or the centre's is up to the recommended safety standard	Check current acceptable safety levels for appropriate equipment and ensure they only use those accepted standards	Participants and sports centre	
<u>Skills Section</u>					
Accidents whilst handling animals	Both animal and handler through inexperienced handlers, bystanders and members of the general public for larger animals e.g. horses	Participants know to ask for help, not to be left unattended with any animal if they are not confident with them. Appropriate clothing and shoes should be worn.			
Using unfamiliar tools	Accidents to participants	Members know to check regulations with a qualified member of staff	Be shown how to use tools. Use appropriate safety equipment e.g. safety goggles	Staff	
<u>Residential Section</u>					
Working with children/vulnerable people	Accusations of neglect/abuse (physical, sexual, mental)	Ensure volunteer has CRB check and knows the work place's procedures.	Ensure the volunteer is never left alone with the children they are looking after	Staff	
Conservation/ archaeological/ animal work	Injury from physical work, contact with contaminated objects/ livestock	Appropriate inoculations are up to date e.g. tetanus. Do not lift heavy objects without training. Do not use tools you are not trained for	Volunteers should be shown how to use equipment required	staff	