

# Butchers Coppice Risk Assessment Document

## Auto Belay Crate Stacking

### FIRE

In the event of a fire you should raise the alarm, get out, stay out and call the fire brigade.

Please ensure all of your group are aware of the fire evacuation procedures.

The fire assembly point for the whole site is at the flagpole in the centre of the field.

Only use fire fighting equipment to aid your escape - do not attempt to extinguish the fire.

### FIRST AID

Each group is responsible for making their own first aid arrangements - appointing someone to co-ordinate first aid and holding an appropriate first aid kit.

A first aid kit is available in the site office during office hours and site instructors usually carry activity first aid kits.

All incidents which specifically relate to the campsite must be reported to site staff at the earliest opportunity.

### GENERAL HEALTH & SAFETY INFORMATION

Please familiarise yourself with the content of our information leaflet 'essential information during your stay', which is available from the site office.

Ensure your group are aware of the 'rules for kids' and 'rules for adults', which can be found in this leaflet.

Any person found to be in contravention of site rules or causing a nuisance or danger to other visitors will be asked to leave immediately.

### OUR POLICY

Our Child Protection Policy, Equal Opportunities Policy and Health & Safety Policy can be downloaded from our website.

### KEY TO RISK RATINGS

IMPACT: 1 - LOW/MINOR, 2 - MEDIUM, 3 - HIGH/EXTREME

LIKELIHOOD: 1 - UNLIKELY TO HAPPEN, 2 - COULD HAPPEN, 3 - LIKELY TO HAPPEN

RISK:

1-2	LOW
3-5	MEDIUM
6-9	HIGH

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## Auto Belay Crate Stacking

RISK ASSESSMENT REFERENCE: RA/Act/Crate Stacking  
 MOST RECENT REVIEW: 12-Feb-22  
 MINIMUM STAFFING REQUIRED: 1 Instructor and 1 other adult (to be supplied by the participating group)  
 QUALIFICATIONS REQUIRED: Butchers Coppice Crate Stacking Authorisation (Restricted or Full)  
 MAX NUMBER OF PARTICIPANTS: 15  
 PREPARED/REVIEWED BY: Charlie Pike, District Operations Team

ACTIVITY	HAZARD WHO IS AFFECTED	CONTROL MEASURES	RISK AFTER CONTROL MEASURES IMPACT x LIKELIHOOD = RISK	MONITORED BY
<b>AUTO BELAY CRATE STACKING</b>	<b>FALLING FROM HEIGHT DUE TO INCORRECT USE OF EQUIPMENT</b> participants	regularly inspected correctly fitting equipment is used - all instructors trained on the use of the belay system - auto belays inspected in accordance with manufacturers instructions - instructors to carry out pre-use checks	3 x 1 = 3 <b>MEDIUM RISK</b>	instructors and site staff
	<b>FALLING FROM HEIGHT WHILST ACCESSING</b> instructors and inspectors	only authorised persons trained to work at heights are allowed to access - correctly fitting PPE to be used whilst accessing	3 x 1 = 3 <b>MEDIUM RISK</b>	site staff
	<b>ABRASIONS/MINOR INJURY</b> participants, instructors and inspectors	instructors check for loose jewellery and ensure long hair is tied back - safety briefing given before activity commences - gloves are made available to participants	2 x 1 = 2 <b>LOW RISK</b>	instructors and site staff
	<b>EQUIPMENT FAILURE</b> participants, instructors and inspectors	all equipment complies with industry standards and carries the relevant CE marks - equipment use is logged and equipment is checked for damage and destroyed if suspicious - equipment inspected in accordance with manufacturers recommendations	3 x 1 = 3 <b>MEDIUM RISK</b>	instructors and site staff
	<b>TRIPPING</b> All persons entering crate stack area	instructors check for correctly fitting suitable footwear - site to be kept tidy and clear of clutter	2 x 1 = 2 <b>LOW RISK</b>	instructors and site staff
	<b>IMPACT FROM FALLING DEBRIS</b> all persons entering or using the crate stacking	safety helmets are to be worn at all times by all persons entering or using the high ropes area - participants to be told to empty pockets prior to commencing the activity	2 x 1 = 2 <b>LOW RISK</b>	instructors and site staff

<b>AUTO BELAY CRATE STACKING</b> (continued)	<b>ADVERSE WEATHER</b> instructors, inspectors and participants	weather reports monitored - activity stopped in severe weather conditions - inspections and maintenance not to take place in severe weather conditions	3 x 1 = 3 <b>MEDIUM RISK</b>	instructors and site staff
	<b>HORSEPLAY</b> participants	participants are monitored by instructors and the supervising adult (provided by the group) - unruly participants are immediately asked to leave the high ropes area	2 x 1 = 2 <b>LOW RISK</b>	instructors and site staff
	<b>IMPACT FROM FALLING CRATES</b> all persons entering crate stacking area	safety helmets are to be worn at all times by persons entering or using the high ropes area - only those who have been briefed to support passing up crates are to be in the fall zone and those individuals should never stand on crates whilst undertaking this role	1 x 2 = 2 <b>LOW RISK</b>	instructors and site staff
	<b>UNSUPERVISED USE</b> all persons entering or using the climbing complex without proper supervision	area fenced and locked while not in use - warning signs provided	3 x 1 = 3 <b>MEDIUM RISK</b>	instructors and site staff

