

Covid-19 restarting face to face Scouting risk assessment

Name of Section or Activity	5 th Carlton Beaver Scouts	Date of Risk Assessment	4 th March 2021	Name of who undertook this Risk Assessment	Elizabeth Ryder Gadd	COVID-19 readiness level transition	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>Hazard – something that may cause harm or damage.</p> <p>Risk – the chance of it happening.</p>	Young people, Leaders, Visitors?	<p>Controls – 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 checking throughout the activity in case you need to change it...or even stop it! This is a great place to add comments which will be used as part of the review.

Note:- This Risk Assessment has been completed for indoor and outdoor meetings and activities located at St John's Church, Oakdale Road.

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.

Catching COVID-19 or passing on COVID-19 at Start and End times of meeting.	Young Leaders Parents	<p>Parents will to be informed to remain in their cars, or at a safe distance outside meeting location when bringing / collecting their beavers, and that no parent or carer to be allowed in meeting venue.</p> <p>Leaders, from a safe distance, to call Beavers in or out one by one, to ensure social distancing measures are followed. All members to sanitize hands upon entry and exit of the building.</p> <p>Door to be wedged open during this time, to limit touch points.</p> <p>As parents won't be present for notices at the end of the meeting, we will make use of the OSM Parent Portal and whats apps which will allow us to email/text parents direct with the latest information. In addition to this, any group notices will be posted to the Group website which, inturn, emails out an update daily to registered email addresses. Parents will be informed of a 'Bubble' system and will be notified by email of which bubble their young person(s) will be in, and any equipment that will be required (ie. Water bottle for dinks etc.)</p>	<p>Anyone seen to be touching their nose, mouth or face will be asked to wash or sanitize their hands immediately.</p> <p>Group Leadership to continually check that contact details are correct and upto date.</p>
Catching COVID-19 or passing on COVID-19 when using Toilets	Young members Leaders	<p>Toilets to be cleaned before and after session. Young people will be encouraged to use the toilet at home before meetings to limit use at HQ. If toilet is needed during meeting time. Disabled Toilet will be used (use of Ladies toilet is restricted to Playgroup).</p> <p>Toilets, sinks, taps, door handle and other high touch points to be cleaned down before and after use. All members to wash hands with soap and warm water for 20 seconds. Hand dryer not to be used, to</p>	

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		<p>limit possibility of transmission.</p> <p>Sanitize hands upon exit from Toilet area.</p> <p>Deep clean of toilets at the end of each meeting.</p>	
Catching COVID-19 or passing on COVID-19 during Section Meeting	Young members Leaders	<p>All Leaders and Young Leaders to wear face coverings at all times, excluding when running an activity as per the Scout Association Guidelines.</p> <p>Windows will be opened before members arrive to provide plenty of fresh air and ventilation into the meeting rooms.</p> <p>Leaders to be allocated to a bubble, and attendances of Young People, Leaders, helpers, and anyone else present to be recorded on OSM for Track and Trace purposes.</p> <p>On badgework activities, young people to work side by side, rather than face-to-face or around a table. Each bubble Leader will be responsible for providing a suitable activity to the badge requirements and the number of young people in the bubble. There will be no communal use of equipment – eg. Pencils etc. (such equipment will be already separated prior to the meeting.)</p> <p>Everyone to sanitise hands / wash hands throughout the meeting.</p>	
Catching COVID-19 or passing COVID-19 whilst giving 1 st aid treatment.	Young members Leaders	<p>1st aider to wipe hands with hand gel and then to place on PPE equipment (Apron, gloves, mask, visor) before attending to injured member. Relevant 1st aid treatment will be given. Accident form to be filled in and handed to young member. Visor to be taken off and sanitised thoroughly. All wipes, packages (from plasters,</p>	

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		bandages etc.), aprons, gloves to be placed into a double bagged black bag and tied. Black bag then to be disposed of into the wheelie bin.	
Catching COVID-19 from a suspected or known infected person whilst attending section meetings or from someone who has been in contact with an infected person.	Young members Leaders	<p>All Young People and Leaders due to attend will be asked to complete a self check before attending the meeting. Anyone with the following symptoms will not be permitted to attend the meeting:</p> <ul style="list-style-type: none"> • A high temperature (above 37.8C) • A new persistent cough. • Loss or change in normal sense of smell. • Shortness of breath, sore throat or generally feeling unwell. <p>In addition to this anyone showing symptoms of COVID-19 or who has been in contact with anyone showing symptoms or being diagnosed with COVID-19 within the last 2 weeks must not attend meetings, as per Government Guidelines.</p>	
Welcoming and supporting Volunteers / parents / visitors whilst preventing transmission of COVID-19	Young People Leaders New Volunteer / visitors	<p>Should a parent, carer or new volunteer express an interest in volunteering, we would make use of the Group Zoom account to explain the risk assessments that have been put into place to ensure the safety of our members and Leaders. Following this the new volunteer would then be invited to attend, having read through the risk assessment.</p> <p>Should a parent or carer require support, we will also make use of the Zoom account to offer initial support virtually. Should a physical support session need to take place, social distancing would be observed.</p>	

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Member shows Symptoms of COVID-19 during a Scouting Activity	Young People Leaders Parents Other Users	<p>Any member showing symptoms of COVID-19 (High Temperature, new persistent cough, loss or change in normal sense of taste and smell, shortness of breath, sore throat or generally feeling unwell) will be asked to leave the session immediately. Young person displaying symptoms, will be isolated in the Youth Room at St John's (located at the front of the building), whilst parents are contacted to come and collect immediately. Symptomatic members will be taken around the outside of the building to prevent other members from coming into contact with said young person.</p> <p>Should the isolation room need be used, windows must be opened, and the door must be closed with the Young person inside. Leader to then supervise Young Person from outside of the Youth Room. When the parent arrives, the young person will be taken outside, via the exit door (fire exit) in the Youth Room to meet the parent outside at the bottom of the Drive. Following this, all doors to the room must be closed, and then a deep clean must take place. All cleaning materials that have been used will be placed into a double bagged bin liner and safely disposed of.</p> <p>Vicar then to be notified of room being used, who will then not use the room for 72 hours to ensure there is no risk of the virus being spread.</p> <p>If a Leader displays symptoms they will be instructed to leave immediately.</p> <p>Both parties and their households will be advised to self isolate, and to arrange a COVID-19 Test.</p>	
Catching COVID-19 from others during travel to/from	Young members Leaders	In line with the Government guidelines on travel, a parent/carer or another adult from the family or support bubble should travel with the	

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the meeting place.		young member/s to the venue together or via a socially distanced method (i.e. walking with a 2 metre distance). There should be no car sharing with anyone outside of each household or support bubble.	
Catching COVID-19 during gatherings of members at sections meetings	Young members Leaders	<p>The colony will be 15 Beavers, 3 Leaders and 2 Young leaders. We will meet in the church Narthex (hall) using main entrance to enter and exit.</p> <p style="background-color: yellow;">Any young person unable to attend meetings due to vulnerability/shielding will be offered the chance to zoom into our meeting or will be provided with the resources and information for the weekly activities (continuing as we do now for those who are unable to attend our zoom meetings)</p> <p>Beavers will be briefed about social distancing and the location/space they need to stay in for the remainder of the meeting. If needed, areas can be marked out (esp. for younger members). Risk assessment will be available on the website for parents/carers and young members to read before attending their section meeting.</p>	
Catching COVID-19 or Spreading COVID-19 when handling water bottles	Young members	Young members will be asked to bring their own individual water bottle that is marked with their name on it. Once in the building they will be asked to put their bottle in their confined area.	
Catching or spreading COVID-19 from use of equipment.	Young members leaders	<p>Each section will have a cupboard specifically assigned to them (Beavers, Cubs, Scouts, Flag/1st Aid).</p> <p>The Section Leader will be responsible for getting equipment out of the cupboards and splitting it into two (if required, hand gel must be used before doing this.)</p> <p>Equipment will then be handed out to each Beaver maintaining the social distance.</p>	

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		If section is taking part in a particular activity, young members will be asked to bring in their own supplies (e.g creative challenge of making bird feeder, light up lanter etc – bring own milk bottle, pop bottle etc.) Once all equipment has been used it will be wiped down with anti-viral spray and will then be placed into the yellow container (labelled 1 per Section) and placed into the loft until the next meeting. This gives over 72 hours allowing any germson the surface time to die off and they are ready for the next meeting.	
Catching or Passing on Covid 19 from surrounding outdoor areas at St John's Church. (Front Lawn, Driveway, Vicarage Garden, Garden of Rest)	Public Young People Leaders Vicar	Young people and Leaders will be instucted of a 'safe boundary' area and told not to touch or venture anywhere outside of that boundary. This boundary would be identified, assessed, and agreed by the leaders and any other relevant parties, 3 days prior to the meeting taking place in that location.	
Supporting Young People with limited mobility during phased return to face-to-face Scouting.	Young People Leaders Carer	Should a young person need support during a Scouting Activity (toilet/movement/game etc.) Leader and young person to sanitise hands before Leader supports the member with the activity. For extra precaution, Leader to wear face visor in addition to their face mask, where possible observe 2m social distantce and member to sanitise following conclusion of support for that activity.	
Returning to face-to-face meetings	Young members	ALL parents will be sent a copy of this Risk Assessment via email, with a form to sign and return which gives their consent for their child to attend face-to-face meetings and states that they agree to comply with the Risk Assessment.	

Checked by Line Manager	Steve Baker GSL 24 March 2021	Checked by Executive	Geoff Allen Chairman 24 March 2021
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Approved by Commissioner	Name, Role / level Date	Approved by Executive	Name, Role / level Date
Notification of level change	Date and by who		

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>.

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