

Risk assessment

Name of activity, event, and location	Fells Marathon 2024 Centre and cooking at Hornby Laithe Bunk Barn Stainforth, Yorkshire Dales	Date of risk assessment	5 th April 2024	Name of person doing this risk assessment	Rachael Macadam
		Date of next review	Before next event.		

What hazard have you identified? What are the 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?
Lone Working	Leaders	<ul style="list-style-type: none"> Leaders to consider if activities/tasks being undertaken are suitable to do alone. Have a mobile phone available incase of incident. 	
Fire	All	<ul style="list-style-type: none"> Leaders made aware of fire evacuation process, fire exits and fire assembly point. Centre Manager and Admin Manager responsible for headcount. Event Director and Controller to sweep rooms and consider Event continuity. Fire doors to be kept closed. 	
Slips, Trips & Falls	All	<ul style="list-style-type: none"> No running on the stairs. Work areas to be kept tidy, food & equipment stored correctly when not in use. Spillages immediately cleaned up leaving the surface dry. Good lighting to be maintained in all areas. No trailing cables or obstruction in walkways. Keep number of people in the kitchen to a minimum. 	
Injuries from equipment	All	<ul style="list-style-type: none"> Equipment to be checked for serviceability before use. No equipment to be used that people are not competent in using. All knives and other sharps to be put away when not in use. Electrical equipment not to be used close to water. Leaders to be aware of the location of appropriate first aid kit. 	

You can find more information in the Safety checklist for leaders and at scouts.org.uk/safety

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Hot Surfaces, Liquids. Fire, Burns & scalds.	All	<ul style="list-style-type: none">• Oven gloves or dry towels to be used when removing lids, opening oven doors or moving hot pans.• Pans to be moved shortest distance possible if at all required.• Handles to be checked for security prior to use.• All leaders are to be aware of what to do in case of a fire.• All participants are to be made aware of the Fire Assembly point.	
Food Poisoning or allergic reactions	All	<ul style="list-style-type: none">• Ensure that the highest levels of cleanliness & hygiene is maintained at all times.• Food is stored in the correct manner when not in use.• Food is prepared & cooked by competent Leaders, who are aware of the allergies of any attendees.• Food allergies & dietary requirements are requested when people sign up to the event.	

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