

## Covid-19 restarting face to face Scouting risk assessment

<b>Name of Section or Activity</b>	8 <sup>th</sup> Eastleigh (1st Fair Oak) [whole group; Beavers, Cubs and Scouts]	<b>Date of risk assessment</b>	3/09/2020	<b>Name of who undertook this risk assessment</b>	██████████, GSL	<b>COVID-19 readiness level transition</b>	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?
<i>Hazard - something that may cause harm or damage. Risk - the chance of it happening.</i>	Young people, Leaders, Visitors?	<i>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.</i>	<i>Keep <b>checking</b> throughout the activity in case you need to change it...or even <b>stop</b> it! This is a great place to add comments which will be used as part of the review.</i>
Maintaining social distance at drop off and pick up: higher risk of infection spread if social distancing not maintained.	Young people, Leaders, Visitors	<ul style="list-style-type: none"> <li>Beavers and Scouts meet on the same night. Start times are staggered so that there is a 30-minute gap between the end of Beavers and the start of Scouts. This is to allow time for cleaning and to minimise contact between parents.</li> <li>The gated area outside the ScoutHQ is a temporary barrier. A leader will be present to take receipt of each child. Parents have been asked to leave once this has happened.</li> <li>The leader in charge of drop-offs and pick-ups must make sure everyone remains socially distant and provide guidance if needed.</li> <li>Cubs meet on different nights, and the same controls are in place.</li> </ul> <p>Monday - Cubs (18:15 - 20:00)</p> <p>Tuesday - Cubs (18:15 - 20:00)</p> <p>Wednesday - Beavers (17:15 - 18:30) then Scouts (19:00 - 21:00)</p> <p>Friday - Beavers then Scouts (17:15 - 18:30) then Scouts (19:00 - 21:00)</p>	
Maintaining social distance during meeting: higher risk of infection spread if social distancing not maintained.	Young people, Leaders, Visitors	<ul style="list-style-type: none"> <li>Group sizes must not go over 15 people, plus up to 5 volunteers and adult members.</li> <li>Larger sections have been split up into two groups and will stay at least 25m apart when outside. Only one group will be in the hall at any time.</li> <li>Based on adult member availability each group will be "supervised" by a different adult team. If adult member availability is not possible then one will meet</li> </ul>	

Additional information can be found in the [Safety Checklist for Leaders](#) and other information at [scouts.org.uk/safety](https://scouts.org.uk/safety)

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		<p>face-to-face one week. The other group will meet the other week.</p> <ul style="list-style-type: none"> <li>There will be a minimum of 2 volunteer adults at each meeting (or group); 1 being a first aider. In addition, where required we have a parent rota so we can aim to have a total of 3 volunteers for each group meeting. This will allow us to monitor social distancing efforts more closely.</li> </ul>	
Hygiene of people: higher risk of infection spread if proper hand washing not carried out.	Young people, Leaders, Visitors	<ul style="list-style-type: none"> <li>Hand sanitiser and cleaning products will be available at the hut. The hand sanitiser will be used to clean hands, as detailed in this risk assessment. The cleaning products will be used to clean the toilet, kitchen and equipment, as detailed in this risk assessment.</li> <li>Parents have been asked for children to bring their own water bottle, to minimise use of the kitchen. However, if used, this will be wiped clean afterwards.</li> <li>For meetings outside the hut will operate on a one in, one out basis, with a one-way system; in through the front door, and out through the emergency exit. Members will <b>only</b> enter the hut to access toilet facilities.</li> <li>For meetings in the hut everyone will clean their hands at the start of each meeting and at the end. They will be encouraged to cover their mouth if they sneeze or cough, and then to wash their hands immediately.</li> <li>Parents have been asked not to bring their child to face-to-face meetings if they are showing symptoms of Covid-19. They have also been provided with the GSL's contact details in case they require them for Track and Trace purposes.</li> </ul>	
Hygiene of toilets: higher risk of infection spread if hygiene not carried out.	Young people, Leaders, Visitors	<ul style="list-style-type: none"> <li>We have employed a cleaner to wipe clean the toilet, toilet handle, sink, tap, door handles and any surfaces that are touched by people every week day.</li> </ul>	
Hygiene of kitchen: higher risk of infection spread if hygiene not carried out.	Young people, Leaders, Visitors	<ul style="list-style-type: none"> <li>Children will not be permitted to enter the kitchen. If an adult uses the kitchen, such as to get some water for a child, touched surfaces must be cleaned down afterwards, before they are used by another adult.</li> </ul>	
Hygiene of activity equipment: Higher risk of infection spread if hygiene not carried out.	Young people, Leaders, Visitors	<ul style="list-style-type: none"> <li>Beavers, Cubs and Scouts have two sections and each group will have their own set of stationery.</li> </ul>	

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		<ul style="list-style-type: none"> <li>• Sponge balls will not be used since these cannot be easily cleaned after use.</li> <li>• Where tables are used, these will be wiped down at the start and end of meetings.</li> <li>• The use of equipment and resources, such as paper and pens, will be kept to a minimum.</li> <li>• Equipment that is used by a group will be cleaned down immediately after the meeting, using domestic cleaning products and paper towels / sanitation wipes.</li> </ul>	
Use of outdoor spaces: uneven ground, access to space less controlled, cannot be cleaned.	Young people, Leaders, Visitors	<ul style="list-style-type: none"> <li>• Our hut is near a number of outdoor spaces, which are large enough to socially distance.</li> </ul>	
Administering first aid	Young people, Leaders, Visitors	<ul style="list-style-type: none"> <li>• Where possible, the first aider will encourage the injured person to carry out first aid on themselves with guidance, so that social distancing can be maintained.</li> <li>• Surgical face masks, gloves and eyewear will be added to the first aid kit and must be used by a first aider and an injured person where social distancing needs to be broken. The exception is where there is a face injury or one of the people involved has difficulty breathing.</li> <li>• Mouth to mouth will not be carried out by our Leaders, in line with Guidance from St John's Ambulance for first responders. Instead, chest compressions will be carried out.</li> </ul>	
Communication with parents	Young people, Leaders, Visitors	<ul style="list-style-type: none"> <li>• We have engaged with parents several times in developing our 'move to Amber' plans.</li> <li>• All communication of the plan and the schedule will be communicated to parents by email.</li> </ul>	

**Review:** 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.

<b>Checked by Line Manager</b>	Name: [REDACTED] Role / level: GSL 8th Eastleigh Date: 6th September 2020	<b>Checked by Executive</b>	Name: [REDACTED]. Role / level: All members of the Executive Committee Date: 7th September 2020
<b>Approved by Commissioner</b>	Name: [REDACTED] Role / level: acting DC Date: 7th September 2020	<b>Approved by Executive</b>	Name: [REDACTED] Role / level: District Chairman on behalf of members of the Executive Committee Date: 7th September 2020

## Covid-19 restarting face to face Scouting risk assessment

<b>Notification of level change</b>	
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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>.