

Risk Evaluation Matrix

		SEVERITY			
		1 Minor injury	2 First Aid	3 Major Injury	4 Fatality
LIKELIHOOD	4 – Highly Likely	Tolerable Risk	Moderate Risk	Substantial Risk	Intolerable Risk
	3 – Probable	Tolerable Risk	Moderate Risk	Substantial Risk	Substantial Risk
	2 Possible	Tolerable Risk	Tolerable Risk	Moderate Risk	Moderate Risk
	1 Improbable	Trivial Risk	Trivial Risk	Tolerable Risk	Tolerable Risk

Intolerable Risk Activity should be suspended immediately until action is taken to reduce the risk.

Substantial Risk Significantly high risk that where reasonably practical activity should be suspended until significant action has been taken to reduce the risk. Where this is not reasonably practicable, strict deadlines should be agreed for further action to reduce the risk.

Moderate Risk Significant action should be planned in accordance with overall risk management program to reduce the risk.

Tolerable Risk Risk level is acceptable as long as all reasonably practicable controls are in place.

Trivial Risk Risk level is low no significant action required.

THE PEAK CENTRE BUILDINGS AND GROUNDS RISK ASSESSMENT JAN 2010 to be reviewed JAN 2011

HAZARD	Severity	Likelihood	Risk level	Existing control measures
FIRE				
Occupants trapped in the building or injured whilst exiting in the event of fire.	4	1	Tolerable	Fire evacuation training for each youth group using call points in rotation and logged, Evacuation or briefing only for groups where all or the majority had done an evacuation here in the past or for adult groups if appropriate. Special evacuation plan required from groups with disabled members. Staff vigilance to prevent concealment of fire exit signs and extinguishers. Annual maintenance of fire extinguishers. Six monthly checks and maintenance of emergency lights and detectors. Reduce risk of ignition by <ol style="list-style-type: none"> 1) No-smoking indoors rule. 2) Safe working practices whilst using heat or spark producing equipment. 3) Storage of inflammable substances in low-risk areas. 4) See "Electrical" Quniquennial advisory inspection by Fire Officer and implementation of recommendations.
Fire or explosion from leaking gas	4	1	Tolerable	Annual service of all gas appliances and pipe work. Staff vigilance and use where necessary of leak detecting equipment. Appropriate isolating valves, clearly labelled.
Drying room	2	1	Trivial	Annual major service to boiler in September and minor service in March
ELECTRICAL				
Electrocution & cause of fire	4	1	Tolerable	PAT testing annually, Whole system quinquennially. Clearly labelled isolating switches. Staff vigilance to spot defects.
TRIPS AND SLIPS				
	2	2	Tolerable	Staff vigilance to deal with loose floor coverings. Staff vigilance to remove obstacles, trip hazards and spills. Provision of warning signs for wet and slippery floors. User groups expected to use common sense in clearing up spills with cleaning equipment provided. Provision of handrails where the benefit outweighs additional risk. Provision and maintenance of adequate lighting.

FALLS FROM HEIGHT				
	4	2	Moderate	All work at height will be properly planned and carried out in a manner which is so far as is reasonably practicable safe by personnel who are competent or who are being supervised by someone competent. All ladders and equipment used for working at height to be inspected annually by the member of staff assigned to the task.
STORAGE AND HAZARDOUS SUBSTANCES				
Injury from items falling from shelves	2	2	Tolerable	Provision of step ladders for access.
Injury from hazardous substances	2	1	Trivial	Hazardous substances all clearly labelled and stored securely. Staff trained and COSHH sheets available in the workshop. Appropriate PPE provided
MACHINERY AND EQUIPMENT				
Cutting and abrasive injuries	3	2	Moderate	Equipment and machinery properly maintained. Staff trained or experienced in their use. PPE provided. Access to potentially dangerous equipment restricted to staff Access to dangerous work areas restricted by barriers and warning notices where appropriate.
Cuts from Craft Room implements	2	2	Tolerable	Access to craft room supervised by group leaders and/or Peak Centre staff.
Burns from glue gun/scalds from kettle	2	2	Tolerable	Access to craft room supervised by group leaders and/or Peak Centre staff.
Eye and ear injury & RSI	3	2	Moderate	Staff trained and PPE provided
Manual handling	2	2	Tolerable	Staff trained to lift safely and use mechanical lifting equipment where appropriate
Injury associated with computer operation	3	2	Moderate	Annual workstation assessments and prompt response to problems identified.
KITCHENS				
Bacterial infection	2	1	Trivial	Provision of colour coded chopping boards. Provision of food thermometers with basic instructions. Maintenance and cleanliness of appropriate equipment and surfaces. Hazardous cleaning materials labelled for adult use only. Protective gloves provided. Recorded checks to comply with European Food Hygiene Regulations. Spot checks on outside caterers at least once a year. Periodic inspection by Food Hygiene inspector.
Cutting injury	2	2	Tolerable	Sharp knives kept in a block
Burns & scalds	2	2	Tolerable	Oven gloves or cloths provided. Warning notices on kitchen water boilers.

WATER SYSTEMS				
Legionella infection	3	1	Trivial	Monthly check to maintain hot temperature in range 50C-55C
GROUNDS				
Injury from barbed wire	1	2	Trivial	Monthly inspection and maintenance.
Scratching and penetrative injury from broken tree branches	2	2	Tolerable	Monthly inspection and tree maintenance.
Drowning in pond	4	1	Tolerable	1.2m high fencing and gates.
Collision with goal posts, benches etc	2	2	Tolerable	Sharp protrusions removed and posts painted white

THE PEAK CENTRE ARCHERY RISK ASSESSMENT JAN 2010 to be reviewed JAN 2011

HAZARD	Severity	Likelihood	Risk level	Existing control measures
Piercing injury to archer or member of public straying on to range	4	1	Tolerable	Maximum number of archers and proper control and vigilance by instructor/s All sessions instructed by holders of current Archery GB Community Leader Award. Safety notices on all points of access to range. Range set out for maximum safety Available first aid kit and access to telephone. Indoor sessions: doors locked and spectators on gallery.
Injury from walking onto an arrow embedded in ground/target	2	1	Trivial	Collection and withdrawal from target procedure as taught by Archery GB
Injury from arrow that breaks when bow released	2	1	Trivial	Properly maintained arrows to avoid bent ones. All arrows long enough to avoid overdrawing.
Injury to arm from bowstring	1	1	Trivial	Proper instruction and use of braces
Emotional distress	1	2	Trivial	Staff who are aware of emotional health issues.

THE PEAK CENTRE CIRCUS SKILLS RISK ASSESSMENT JAN 2010 to be reviewed JAN 2011

HAZARD	Severity	Likelihood	Risk level	Existing control measures
Injury from flying objects eg diabolos	1	2	Tolerable	No sharp edges, ends. Properly supervised sessions.
Injury from collision of bodies	2	2	Tolerable	Properly supervised sessions.
Injuries from falls or stumbles	2	2	Tolerable	Suitable equipment. Properly supervised sessions.
Emotional distress	1	2	Trivial	Staff who are aware of emotional health issues.

PEAK CENTRE OUTDOOR CLIMBING, ABSEILING AND WEASELLING RISK ASSESSMENT JAN 2010 to be reviewed JAN 2011

HAZARD	Severity	Likelihood	Risk level	Existing control measures
Fall whilst roped	4	1	Tolerable	Sessions run by SPA qualified instructors. All equipment suitable for the purpose and regularly inspected and maintained. Proper fitting and checking of correctly sized harnesses and wearing of helmets Use of pre tied knots and locksafe karabiners. Properly rigged climbs/abseils Where possible the use of top belays to reduce potential slack in rope. Proper training of assistant belayers. All novice belayers backed up with properly instructed backups. Belayers with and demonstrable competence to operate without backup only after they can clearly be seen to be able to operate safely.
Fall whilst bouldering	2	2	Tolerable	Clear instructions as to where and how high boulderers may climb. Use of appropriate "spotters" .
Limb or extremity becoming stuck or climber "freezes"	1	1	Trivial	Instructor remains "free" to climb up or abseil down to assist.
Fall whilst at top of crag	4	1	Tolerable	Instruction to stand clear before unclipping from rope. Spectators instructed on appropriate behaviour and stance. Backup belayers to be belayed to crag.
Fall whilst descending via descent route	4	1	Tolerable	All climbers "walked through" the descent route. Only crags with safe descent routes used with top belays. Climbers unable to descend safely to be accompanied.
Being fallen upon by a climber	2	1	Trivial	Clear instructions to those waiting to climb or spectating to stand clear. Wearing of helmets
Being struck by falling objects	4	1	Tolerable	Wearing of helmets. Warning about loose rocks/stones and dropping equipment.
Entrapment whilst weaselling	2	2	Tolerable	Instructors knowing site and size of gaps to present appropriate challenges
Bruises, cuts and grazes whilst weaselling	1	2	Trivial	Helmets and strong clothing to be worn
Soft tissue injury through unaccustomed activity	1	1	Trivial	Assessment of individual ability and appropriate response to information regarding medical conditions revealed in Consent forms.
Injury from personal jewellery	3	1	Tolerable	Instructor to require removal, or where not possible, taping over.
Emotional distress	1	2	Trivial	Staff aware of emotional health issues.

THE PEAK CENTRE CLIMBING WALL RISK ASSESSMENT JAN 2010 TO BE REVIEWED JAN 2011

HAZARD	Severity	Likelihood	Risk level	Existing control measures
Fall whilst roped	4	1	Tolerable	All equipment suitable for the purpose and regularly inspected and maintained. Sessions supervised by "In House" trained or above instructor. Proper fitting and checking of correctly sized harnesses Use of pre tied knots and locksafes karabiners. Use of crash mats. All belayers trained and supervised. Novice belayers backed up with properly instructed backups. Belayers with demonstrable competence to operate without backup.
Fall whilst bouldering	2	2	Tolerable	Clear instructions as to where and how high boulderers may climb. Use of "spotters" where appropriate & Use of crash mats
Being fallen upon	2	2	Tolerable	Instructions to those waiting to climb or spectating to stand clear of crash mats
Soft tissue injury through unaccustomed activity	1	1	Trivial	Operate in a warm environment.
Injury from personal jewellery	3	1	Tolerable	Instructor to require removal, or where not possible, taping over.
Emotional distress	2	2	Tolerable	Staff who are aware of emotional health issues.

THE PEAK CENTRE ROWLANDCOTE MOOR ORIENTEERING RISK ASSESSMENT JAN 2010 to be reviewed JAN 2011

HAZARD	Severity	Likelihood	Risk level	Existing control measures
Hazards listed below				Supervision by instructor who is 'In House' trained or above, holding a 1 st aid certificate.
Slip or fall on steep or slippery ground	2	2	Tolerable	Orienteers equipped with suitable footwear, Course markers set out to avoid areas of greater risk
Danger of asthmatic attack	3	1	Tolerable	Instructor checks that known asthmatics have inhalers.
Falls or medical emergencies	4	2	Moderate	Centre emergency pack & radio communication to base. Instructor to check known medical conditions from consent forms before activity.
Getting lost and straying on to Kinder plateau	2	2	Tolerable	Instructor details course marshals and makes sure all orienteers on that side of the course are not out of sight long enough for this to happen. PMR radios used to maintain communication. Air horn carried by instructor to gain the attention of orienteers. Orienteers work in groups.
Cuts from barbed wire	1	2	Trivial	
Injury from falling stones from dry stone walls	1	2	Trivial	
Emotional distress	2	2	Tolerable	Staff who are aware of emotional health issues.

PEAK CENTRE TEAM BUILDING AND MINI ORIENTEERING EXERCISES RISK ASSESSMENT JAN 2010 to be reviewed JAN 2011

HAZARD	Severity	Likelihood	Risk level	Existing control measures
Falling from and tripping over or colliding with equipment	2	2	Tolerable	Groups and leaders briefed on hazards. All equipment suitable for the purpose and sharp edges removed or protected. Crash mats or similar provided where required. Protective clothing and/or helmets where required.
Cuts, scrapes & eye injuries from branches, barbed wire etc	2	2	Tolerable	Care exercised in design of exercises. Trees regularly pruned to avoid sharp protruding branches
Emotional distress	2	2	Tolerable	Staff who are aware of emotional health issues.

PEAK CENTRE WALKING COVERED BY THE AALS REGULATIONS RISK ASSESSMENT JAN 2010 to be reviewed JAN 2011

HAZARD	Severity	Likelihood	Risk level	Existing control measures
Exposure	4	1	Tolerable	Instructors to hold MLTB WGLA or above and a current First Aid certificate accompanied by sufficient additional supporting adults as required by Peak Centre Guidelines. Instructors to check adequate clothing and footwear for the walk and the weather. Group to have Peak Centre first aid kit, "Blizzard" bag and group survival tent.
Injury from falls or trips	2	2	Tolerable	Appropriate choice of route and first aid.
Asthmatic attack	4	2	Moderate	Instructors informed by consent forms of any asthmatics to check they have inhalers.
Falls or medical emergencies	4	2	Moderate	Centre safety pack & mobile phone. Instructor to check known medical conditions from consent forms before activity.
Member of party becoming separated and lost	3	1	Tolerable	Adult leaders designated to follow up the last walkers in the group. Vigilance on the part of the leader.
Injury from rolling, sliding	2	2	Tolerable	Appropriate choice of site. Briefing and supervision.
Blisters and resulting infection	2	2	Tolerable	Appropriate footwear, first aid and instructor vigilance.
Emotional distress	2	2	Tolerable	Staff who are aware of emotional health issues.

PEAK CENTRE WALKING NOT COVERED BY THE AALS REGULATIONS RISK ASSESSMENT JAN 2010 to be reviewed JAN 2011

HAZARD	Severity	Likelihood	Risk level	Existing control measures
Exposure	4	1	Tolerable	Walks led by instructors who have either been in-house trained or hold MLTB WGLA or above and who hold a current First Aid certificate. Instructors to check adequate clothing and footwear for the walk and the weather. Group to have Peak Centre emergency rucksacks containing first aid kit, "Blizzard" bag and group survival tent.
Injury from falls or trips	2	2	Tolerable	Appropriate choice of route and first aid kit and first aid trained instructor.
Asthmatic attack	4	2	Moderate	First aid qualified instructors informed by consent forms of any asthmatics to check they have inhalers.
Falls or medical emergencies	4	2	Moderate	Instructor to check known medical conditions from consent forms before activity. Centre safety pack.
Member of party becoming separated and lost	1	1	Trivial	Adult leaders designated to follow up the last walkers in the group. Vigilance on the part of the leader.
Injury from rolling, sliding	2	2	Tolerable	Appropriate choice of site. Briefing and supervision.
Blisters and resulting infection	1	2	Trivial	Appropriate footwear, first aid and instructor vigilance.
Emotional distress	1	2	Trivial	Staff who are aware of emotional health issues.

THE PEAK CENTRE FENCING RISK ASSESSMENT JAN 2010 to be reviewed JAN 2011

HAZARD	Severity	Likelihood	Risk level	Existing control measures
Injury from weapon	4	1	Tolerable	Sessions supervised by appropriately qualified instructors . Protective clothing. Holder of current First Aid certificate on site.
Asthmatic attack	4	2	Moderate	Instructors informed by consent forms of any asthmatics to check they have inhalers.
Other medical emergencies	4	2	Moderate	Instructor to check known medical conditions from consent forms before activity.
Soft tissue damage	2	2	Tolerable	Sessions held in warm environment
Emotional distress	1	2	Trivial	Staff who are aware of emotional health issues.

THE PEAK CENTRE WOOL SPINNING WORKSHOP RISK ASSESSMENT JAN 2010 to be reviewed JAN 2011

HAZARD	Severity	Likelihood	Risk level	Existing control measures
Infestation from wool	2	1	Negligible	

FARM VISITS RISK ASSESSMENT MAR 2010 to be reviewed JAN 2011

HAZARD	Severity	Likelihood	Risk level	control measures
Falls from height	4	2	Moderate	Group warned against unauthorised climbing.
Injury from hazardous substances	2	1	Trivial	Hazardous substances all clearly labelled and stored securely. Appropriate PPE provided
hit by moving vehicles	1	2	Tolerable	Group warned about moving vehicles
falling bales	4	2	moderate	Group warned to stay clear of stacked bales
Falls, trips or medical emergencies	4	2	Moderate	Centre safety pack & mobile phone. Instructor to check known medical conditions from consent forms before activity. Buildings maintained to minimise trip/slip hazards. Dip hole kept covered.
Member of party becoming separated and lost	2	1	Trivial	Adult leaders designated to follow up the last walkers in the group. Vigilance on the part of the leader.
Injury from rolling& sliding	2	2	Tolerable	Appropriate choice of site. Briefing and supervision.
Infestation from wool	2	1	Negligible	Wash hands after touching raw wool
Scratching and penetrative injury from broken tree branches or barbed wire	2	2	Tolerable	Warn group of risks
Bacterial infection	2	1	Trivial	Wash hands after contact with the animals. No food or drinks in animal sheds or before hands have been washed. No wearing of gloves or mittens around farm.
Injury From livestock	2	1	Trivial	Groups supervised at all times

PEAK CENTRE IN HOUSE EVENTS MAR 2010 to be reviewed JAN 2011

HAZARD	Severity	Likelihood	Risk level	control measures
Malicious use of contact details or images	3	1	Tolerable	Parental consent for under 18s. Individual's consent for over 18s Images not to identify individuals.
Lack of awareness of pre-existing medical condition or dietary requirements	4	1	Moderate	Consent form and application form details transferred to "Event List" and made available to adult leaders
Food poisoning	3	1	Tolerable	Caterer to have Basic Food Hygiene certificate and perform basic checks Peak Centre to provide necessary equipment
Scalds or burns	2	1	Trivial	Caterer and leaders to restrict access to kitchen to those unable to work safely through lack of experience/maturity Supervision of camp fire area by adult leaders
Young person absconding	2	1	Trivial	Age/maturity appropriate rules for going off site
Failure to respond appropriately to injuries or medical emergencies	4	2	Moderate	Always have first aider available. Always have vehicle and sober driver available. Always have access to first aid kit
Alcohol poisoning or hazardous behaviour as a result of drunkenness	3	2	Moderate	Have clear rules about consumption of alcohol that are age and context appropriate. No individual supplies of alcohol No unsupervised visits to pubs
Abuse	4	2	Moderate	Standard vetting of all adult leaders Appropriate restriction of access to the building from outside Monitoring of exclusive relationships between young people Appropriate supervision of the premises, particularly at night
Harm during transport to/from activities	4	1	Moderate	Where possible, always travel in convoy. Where possible always utilise adult leaders as drivers.
Young person not being picked up at the end of an event	1	2	Trivial	Leaders to make age/maturity appropriate arrangements