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| **Title** | **SWEMS Risk Assessment –** Day Walks and Teaching Session | **Lead committee member** | Kate Matthews |
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| **Groups of People at Risk** | **Venue/Locations** | **Date of expedition** | **Approx. participants** |
| All participants | Beaulieu, New Forest | 9th October 2021 |  | 50 |
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| **SUMMARY OF RISKS** | 1 | Environmental & Weather | 4 | Food/water poisoning |  |  |
| 2 | Roads & Traffic | 5 | Inappropriate behaviour | 7 | Other General Risks |
| 3 | Remote uneven ground | 6 | Emergency Procedures | 8 | COVID-19 risks |

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| **No.** | **Summary of Risks** | **Control Measures** | **Check** |
| 1a | **Environment & Weather**1. Hypothermia due to cold weather/wet/cold.
 | 1. Check weather forecast: where severe weather is predicted, contingency plans should be created amongst the committee. If weather too severe: cancel or amend expedition plans.
2. Pre-departure kit check: all participants to confirm they have sufficient/appropriate clothing/spares/ hat/ gloves and adequate waterproofs (top/bottom) for planned expedition.
3. Emergency equipment carried, as appropriate: group shelter(s), survival bags, emergency blankets and emergency rations.
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| 1b | 1. Heat exhaustion due to hot weather/lack of fluids
 | 1. Pre-departure kit check: each participant has sufficient water.
2. Pre-departure advice to include: sun hat and sun cream.
3. In the event of extremely hot weather, groups should consider starting early in the morning, taking a long lunch break in the shade and continuing after the midday sun.
4. Water checks will be implemented throughout the walk and committee members will carry additional water during the summer months
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| 1c | 1. Heavy rain causing hazards to rivers/routes
 | 1. Expeditions in Wild Country to have “Bad Weather” route planned in the event of heavy rain & bad weather.
2. Rivers can rise quickly, so the lead committee member should be mindful of rising rivers to ensure safety.
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| 2a | **Roads & Traffic**1. Walking along roads
 | 1. Participants should minimise using roads where possible.
2. Where participants are to walk along roads, they should do so on the right hand side, single file (except where it would be safer on the other side e.g. verge, bends). The front and rear person should wear a high visibility vest.
3. When walk along roads in the dark, torches should be used to warn traffic of walkers.
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| 2b | 1. Crossing roads
 | 1. Participants should aim to use underpasses or crossings when planning their routes.
2. Those wearing high-visibility should stand either side of the group crossing, where appropriate.
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| 2c | 1. Driving
 | 1. To operate motorized vehicles legally and responsibly for transport to and from the walks; i.e.:
	1. to drive within the posted speed limits;
	2. to wear a seat belt and require passengers to do the same in accordance with the laws of the country in which I am traveling;
	3. not to operate a vehicle if I have consumed any alcohol;
	4. not to allow illicit drugs or weapons in the vehicle;
	5. to operate only motorized vehicles for which I have a current, unrestricted license;
	6. to only use vehicles that are properly insured, MOT inspected and to which I am confident in driving.
2. Not to provide transportation to persons not approved for travel;
3. To admit when tired or no longer able to drive so a driver swap can be arranged
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| 3 | **Remote Uneven Ground**1. Slips/trips/falls on uneven or wet ground, or during descents
 | 1. Pre-departure kit check: all participants to have adequate footwear i.e. boots.
2. Group emergency kit: First Aid kit containing support bandages.
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| 4 | **Food and Water poisoning**1. Food not being cooked/stored properly leading to food poisoning.
2. Water not being clean leading to water poisoning.
 | 1. Foods appropriate to the storage available to be used. E.g. raw meat not to be carried by participants during the day.
2. Menus / food to be appropriate to the expedition e.g. pre-pack/dehydrated should be used instead of fresh meat/products which can go off.
3. Water should be from a clean drinking water source. In remote areas where water is collected from streams, local advice should be sought and water treated with water treatment tablets before consumption.
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| 5 | **Inappropriate behaviour**1. Behaviour of participants risks others’ safety whilst away.
 | 1. At least one committee member/trip leader with each group.
2. Committee member responsible that those within the group act safely.
3. If necessary, participant should be warned of the consequences of their actions for others.
4. If necessary, participant to be asked to leave early and return home independently. (Provided it is safe for them to do so).
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| 6 | **Emergency Situations**1. Participants encounter an emergency situation e.g. injury, unable to continue, lost etc.
 | 1. Participants to be trained in Emergency Procedures.
2. At least one committee member in each group to be competent with basic Wilderness First Aid.
3. The lead committee member should know the medical conditions of other members of their team and any specific treatments which may be necessary.
	1. A decision should be made between the participant and the lead committee member as to who they wish to disclose medical information to.
4. Pre-departure kit check: each small group to carry: mobile phones, first aid kit, survival bags, storm shelter(s), maps, medication, whistle, torches.
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| 7 | **Other General Risks**1. Groups go off course and get lost – risk of leading to dangerous terrain and/or not getting help when injured.
 | 1. Lead committee member (or a delegated committee member) to have overall responsibility for map reading.
2. Where map reading is delegated to participants, this person should keep an eye on them to ensure overall safety.
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|  | 1. Ticks – risk of Lymes disease
 | 1. Participants to be briefed on appearance of ticks, removal with tweezers of Tick Remover and signs / Symptoms of Lymes disease; if appropriate to the location.
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|  | 1. Injury from Wild Animal
 | 1. Participants to be advised to act carefully around Wild animals e.g. Ponies in the New Forest
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|  | 1. Insect stings/bites
 | 1. Medical information will be sought from any participant who may be allergic e.g. to bee stings, and these participants will be required to carry an epipen at all times if they are prescribed one.
2. Participants will be advised to bring mosquito spray (50% deet) and cover up bare skin if travelling to an area where biting insects may be present
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|  | 1. Injury from unsafe structures/mines/rock face
 | 1. Participants to be advised to stay away from unsafe structures/mines/rock faces.
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|  | 1. Smoking
 | 1. Participants are asked not to smoke near the group or inside any structures e.g. tents to minimise harm to other members of the group
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| 8 | **COVID-19 risks\***1. General and testing
 | 1. Participants will be required to take a lateral flow COVID test the day of travel and not to attend if they develop any symptoms or are required to self isolate before the trip.
2. If any participant develops symptoms during the trip, all participants should return home as soon as it is possible, to self isolate and get tested according to government guidance
3. Participants will be reminded to continue to practice physical distancing where possible
4. Equipment will be thoroughly cleaned between uses
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|  | 1. Accommodation and travel
 | 1. Participants will be asked to wear face coverings when moving around inside our buildings or in crowded spaces
2. Participants will be asked to wear face coverings during teaching sessions which are interactive and will not allow for social distancing. Gloves will be provided. Participants should practise good personal and hand hygiene
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