



Southampton University Hillwalking Club

General Risk Assessment

General Information

Organisation	Southampton University Hillwalking Club (SUHC)
Assessor(s)	Jennifer Alston, <i>President</i> Will Heritage, <i>Vice President</i> Thomas Edwards, <i>Former President and Trainee Mountain Leader</i>
Sports Body:	British Mountaineering Council (BMC)
Last Updated:	14 th September 2020

Description of Activities

Day Walks

The club hosts weekly walks during term time, usually on Saturdays. Walks are open to all, and students will be asked to register for free club membership to qualify for SUSU insurance. Competent walk leaders plan walks within the New Forest, Hampshire, the South Downs, Wiltshire, Dorset, Surrey and other surrounding areas, hosting a variety of landscapes and terrains. Details of each walk is advertised in advanced to enable members to make informed choices before participating. Day walks make use of public transport, including trains and some buses. Sports groups can currently congregate in numbers of up to 30 if the activity can be justified to be safe by a risk assessment. Since our walks involve using public transport and spaces, activities will be run in groups of up to six led by at least one competent walk leader to aid social distancing.

Away Trips

The operation of away trips are like that of day walks, but for longer durations (whole weekends) and therefore requires overnight stay in accommodation and the provision of meals. Away trips vary in landscape and terrain, and members are well informed on the nature of the trip before consenting to participate. Required and advisory kit lists are provided to all participants. Private transportation (e.g. Union Minibuses and personal cars) is usually used for away trips. However, if this is not economically viable once social distancing is invoked public transport will be used instead. If social distancing cannot be achieved in bunkhouses alternative accommodation such as camping will be preferred since the virus risk is reduced in outdoor environments.

Socials

Socials are held weekly or on a fortnightly basis. They are usually located within Southampton where attendees can use public transport to travel. Occasionally, the minibuses are hired to reach events further afield. They are organised by the Social Secretaries and are aimed to be as inclusive as possible. In person meets will be postponed until the six-person limit is raised since it has been concluded that such small numbers would not benefit the members. Instead, socials will be held virtually.

COVID19

Covid-19 is a new illness that can affect your lungs and airways; it's caused by a type of Coronavirus. Symptoms can range from mild/moderate to severe or fatal.

Competent Walk Leaders	Competent walk leaders describe individuals with experience planning and leading a walk on behalf of the club. These individuals are usually members of the committee who demonstrate the appropriate skills and aptitudes for walk leading and the safety of others. Where a competent walk leader is not a current member of the committee, they will be selected by the committee based on an assessment of their previous walking, navigation and risk assessing experience.												
Minibus Drivers	Drivers describe individuals who are registered "SUSU Approved" minibus drivers, based on the assessment of the students' union Facilities Manager and/or Transport Co-Ordinator. Minibus drivers must be 21 years old or older, have held a clean driving licence for at least three years and have passed SUSU's minibus familiarisation test.												
Car Drivers	Any member wishing to use their own car for any club events does so at their own risk. The club does not take responsibility for any wear-and-tear, damage or theft to the individual's property. In the case of members car sharing, the committee will check and ensure that each member is happy to travel privately. The driver will also be asked to prove they have a valid license for use in the UK, MOT, vehicle tax, and motoring insurance.												
SUHC Equipment A full inventory can be found here: https://drive.google.com/file/d/1nAkIZSo5PQ39f5KfrG0eO4fMnu5V9xvC/view?usp=sharing	<table> <tr> <td>Megaphone x 1</td> <td>First Aid Kits x 3</td> <td>Whistles x 5</td> </tr> <tr> <td>Emergency blankets x 6</td> <td>Walkie-talkies x 5</td> <td>Compass x 2</td> </tr> <tr> <td>Emergency shelter x 4</td> <td>Head torches x 6</td> <td></td> </tr> <tr> <td>Safety Rope x 2</td> <td>High visibility jackets x 6</td> <td></td> </tr> </table>	Megaphone x 1	First Aid Kits x 3	Whistles x 5	Emergency blankets x 6	Walkie-talkies x 5	Compass x 2	Emergency shelter x 4	Head torches x 6		Safety Rope x 2	High visibility jackets x 6	
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Safety Rope x 2	High visibility jackets x 6												

Reference Guide: Mountain Rescue Procedure

PHONE AVAILABILITY

In the event of accident note relevant details (location, name, gender and age of casualty, nature of injuries, number of people in the party, your mobile phone number).

- Dial 999 or 112, ask for 'Police', then 'Mountain Rescue'.
- Give all your prepared details of the incident.
- Do NOT change your position until contacted by the rescue team.
- If you have to make a further 999 call, follow this procedure in full again.

FOR SPEECH OR HEARING ISSUES

- Text 'register' to 999.
- Contact the emergency SMS service by texting 999. Your message should include 'Police' + details of incident + location.

NO PHONE AVAILABILITY

- Tell at least one person not on the walk where the group is going each day.
- Instruct the nominated individual to alert the Police and Mountain Rescue at a set time of the day if no contact is has been made.

IF ALL ELSE FAILS

- Stay in one place. Do not waste energy.
- Put all available layers and clothes on.
- Distribute emergency blankets and shelters.
- Ration food and water as appropriate.
- Sound six blasts on a whistle OR six flashes on a torch. Repeat every minute.

BMC Latest Advice for Hillwalking Clubs:

<http://www.thebmc.co.uk/Download.aspx?id=1913>

Hazard Impact		Risk Probability	
Level	Activity involves:	Level	Description
1.	Low: Younger people without high-risk existing health complications	1.	Very low likelihood of occurrence: Strict social distancing in well ventilated room or outside.
2.	Medium: Middle aged or younger people with high-risk health complications	2.	Potential to occur within activity: Contact with those with unknown COVID status. Inside, where social distancing could be compromised.
3.	High: Older age or middle aged with high-risk condition	3.	Likely to occur within activity: Contact with people know to have Coronavirus

Overall risk (as displayed in the table below) is the level of Hazard Impact multiplied by the Risk Probability as shown in these tables.

Task	Risks/Hazards	Who might be harmed	Current control measures	Current risk /9	Additional control measures	Action by whom?	Outstanding risk/9
General: Hand Sanitisation	COVID: Surface/object contamination	Clubs/Soc Members, COVID Vulnerable groups, General Public in proximity	Handwashing	6	Recommending hand sanitiser and anti-bacterial wipes on walks and transport. Where sharing equipment is necessary hands will be washed before and after use and equipment cleaned.	Committee and Members	3
General: Social Distancing	COVID: Person to Person contamination	Clubs/Soc Members, COVID Vulnerable groups, General Public in proximity	Reducing the number of persons in any activity area to allow for 2m social distancing.	6	Verbally and virtually reminding members of social distancing guidance. Activities will be limited in number by requiring a ticket to be secured.	Committee and Members	3
General: Social Distancing – Where people are unable to keep required distance	COVID: Person to Person contamination	Clubs/Soc Members, COVID Vulnerable groups, General Public in proximity	Staying a minimum of one metre apart, while observing precautions to reduce the risk of transmission.	6	Using screens or barriers to separate people from each other. Using back-to-back or side-to-side sitting whenever possible. Staggering arrival and departure times. Wearing face masks in accordance with the government guidelines.	Committee and Members	3
General: COVID awareness	Unawareness of guidelines and new safety measures	Clubs/Soc Members, COVID Vulnerable groups, General Public in proximity	Upload RA onto Groups Hub and request members download and read it. Use Club social media and email to make all the members aware about the changes to activities and encourage them to take all the precautions.	6	Ensure every activity starts with a reminder of key COVID-19 precautions and how to maintain them. Ensure participants are aware of the consequences of not complying with guidance (i.e. exclusion from activity). When organising meets in Wales the appointed COVID officer will be the President. If they are unable to attend, the role will be passed on to the trip organiser.	Committee	3

					In Wales, attendees are required to complete the self-declaration as specified in the BMC guidelines Appendix C.		
General: High Risk Individuals	Protecting people who are at higher risk	Clubs/Soc Members, COVID Vulnerable groups, General Public in proximity	Ask members to clarify if they have any specific health conditions which may put them in the 'at risk' category. Helping members at increased risk to engage from home, either in their current role or an alternative role. Plan for members who need to self-isolate.	6	Provide meaningful alternative activity for those who are unable to engage in person such as online socials.	Committee	1
General: Symptoms of Covid-19	Attendee shows COVID symptoms	Clubs/Soc Members, COVID Vulnerable groups, General Public in proximity	If member becomes unwell with COVID symptoms, they will be sent home and advised to follow the stay at home guidance. Committee Members will maintain regular contact with members during this time. If advised that a member has developed Covid-19 the Club/Socs committee will contact SUSU Activities Team and will encourage the person to contact the track and trace service about close contacts.	9	Provide meaningful alternative activity for those who are unable to engage in person such as online socials. Keep a record of those in attendance securely for 21 days to allow for track and trace purposes. After this time, the data will be destroyed. The committee will inform those who've been in close contact during a club activity if a positive test is returned.	Committee and Members	3
Walking	Gatherings of large groups outside	Clubs/Soc Members, COVID Vulnerable groups, General Public in proximity	Running multiple walks spaced apart by at least twenty minutes. Each walk will be run by a walk leader familiar with the route.	6	The walk leaders will pause the walk if necessary if the groups are perceived to be walking too close.	Committee members/ Walk Leaders	3

			<p>Use a sign-up system that limits the number of people who can attend each sub-walk to within the current guidelines.</p> <p>Regularly remind members to socially distance, according to Government guidelines, and to walk single file to allow members of the public to pass.</p>		<p>Restrict details on event descriptions to dissuade attendance without signing up.</p> <p>Where possible, schedule different trains/buses for each group to avoid crowding public transport/stations/bus stops</p>		
Transport	Public Transport	Clubs/Soc Members, COVID Vulnerable groups, General Public in proximity	<p>Advise members of the necessity to wear a facemask and socially distance when taking public transport before and during the walk.</p> <p>Promote hand washing before and after boarding trains/buses.</p>	6	<p>When deciding on walk locations, shorter commutes will be favoured to reduce time spent in enclosed spaces.</p> <p>Only off-peak trains will be used.</p> <p>Ask members to use private transportation in household/bubble groups if possible.</p>	Committee members	3
Walking	First Aid Treatment Required	Clubs/Soc Members, COVID Vulnerable groups, General Public in proximity	<p>The injured party will be asked to self-treat under verbal advice using a personal or sanitised first aid kit.</p> <p>A first aider will be equipped with suitable PPE where close contact is necessary.</p> <p>Advise members to bring along a first aid kit for personal use.</p>	6	<p>Before and after treatment, hand sanitisation should be completed.</p> <p>When carrying out CPR, rescue breaths should not be performed, the casualty's nose and mouth should be covered with a cloth and the first aider should avoid coughing or sneezing over the patient. Helpers should keep a 2m distance where possible.</p>	Club First Aiders	3


					When treating wounds, cross-contamination should be avoided. Gloves should be worn when treating open wounds and waste disposed of responsibly.		
Walking	Passing people on narrow paths	Clubs/Soc Members, COVID Vulnerable groups, General Public in proximity	The group will be asked to stop to let members of the public pass in suitable passing places.	6	If this is not possible members will be advised to face away from the incoming people and wear a mask. Walks will be planned to avoid known pinch points such as busy town centres and common tourist/narrow routes.	Committee members	1
Transport	Minibuses	Clubs/Soc Members, COVID Vulnerable groups	These will not be booked until the guidelines allow an economical number of persons from different households to travel in the same vehicle safely.	4	Minibuses will be sanitised before and after use. The occupants will be in one household bubble or be able to socially distance in accordance with the current guidelines. Passengers will be asked to wear face masks and sanitise their hands regularly.	Committee members	3
Accommodation	Camping	Clubs/Soc Members, COVID Vulnerable groups, General Public in proximity	Each pitched tent will only accommodate members from the same household or bubble. Tents will be pitched 2m apart. Each member will use personal cutlery and crockery. Food cooking will involve a limited number of people with high standards of sanitation or be only for personal consumption.	6	Campsites will be prebooked and informed that the group is not all from the same household. Numbers in a single trip will be limited to six unless complete group of six segregation is possible.	Committee members	1
Accommodation	Bunkhouses	Clubs/Soc Members, COVID Vulnerable groups	Bookings in advance will not be made unless a full refund	6	Bookings will likely be delayed to the second semester. At which	Committee members	3

			<p>is available in the case of cancellations due to guideline restrictions.</p> <p>Those who are not in the same household/bubble will be allocated separate room.</p> <p>A booking will only go ahead if the attendees can be housed safely inside in accordance to the current guidelines at that time.</p> <p>A one-way system will be set up in shared spaces.</p> <p>Bathrooms, kitchen, dining and living areas will be cleaned regularly. Members will be asked to socialise outside where possible.</p>		<p>point in time the restrictions may be eased.</p>		
Socials	Pubs	<p>Clubs/Soc Members, COVID Vulnerable groups, General Public in proximity</p>	<p>Seating will be outside where possible and socially distanced.</p>	6	<p>Groups will adhere to the guidelines of the establishment.</p> <p>Groups of up to six will be formed. If there are multiple groups, they will stay socially distanced as if they are a separate gathering. No mixing of groups will take place during a social.</p>	Committee and Members	3
Socials	Private Gardens	<p>Clubs/Soc Members, COVID Vulnerable groups</p>	<p>Groups will not exceed six people.</p> <p>Social distancing will be maintained between different bubbles.</p> <p>Guests will be allowed inside for access to the garden and to use the facilities.</p>	4	<p>The sharing of food and drink will be avoided where contamination can easily occur.</p> <p>Guest will be asked to bring food and drink for their own personal consumption.</p> <p>Surfaces which are regularly touched will be cleaned after use.</p>	Committee and Members	1

			Regular hand washing will be observed.				
Socials	Indoor Public Places	Clubs/Soc Members, COVID Vulnerable groups, General Public in proximity	<p>Only gather at venues that are suitable for social distancing.</p> <p>Ideally they will be prebooked.</p> <p>Adhere to the number restrictions that are in place for the type of venue and event.</p> <p>Socially distance in line with the '1m+' guidelines.</p>	6	<p>Reducing movement by discouraging non-essential trips within buildings and sites.</p> <p>Reducing task rotation and equipment rotation, for example, single tasks for the activity.</p> <p>Reducing the number of people in attendance at socials and consider holding them outdoors wherever possible with social distancing.</p>	Committee and Members	3
Socials	Indoor Private Places	Clubs/Soc Members, COVID Vulnerable groups	<p>Adhere to the number of restrictions that are in place for the type of venue and event.</p> <p>Socially distance in line with the '1m+' guidelines.</p>	4	<p>Reducing movement by discouraging non-essential trips within the building and sites.</p> <p>Reducing task rotation and equipment rotation, for example, single tasks for the activity.</p> <p>Reducing the number of people in attendance at socials</p>	Committee and Members	3

Action Plan					
Part no.	Action to be taken, incl. Cost	By whom	Target date	Review date	Outcome at review date
1	Declare freshers events on SUSU website.	President/Committee Organiser	17/09	18/09	
2	Declare regular day walks on SUSU website.	President/Day Walk Secs	24/09	25/09	
3	Research possible campsites that can be accessed by public transport suitable for socially distanced tents.	Away Trip/Expeditions Sec	01/11	16/12	
4	Keep updated on changing guidelines and adjust risk assessment and activities to suit.	President	On going	On going	
5	Create a spreadsheet that allows walk leaders to register their availability for walks.	President/Day walk Secs	17/09	18/09	
6	Set up events on Eventbrite to allocate limited tickets for each walk timeslot.	President/Day walk Secs	24/09	25/09	
7	Train up Walk Leaders so more socially distanced walks can be run.	Expeditions Sec Day Walk Secs	10/10	01/11	
8	Review feasibility of socials in second semester.	Social Secs	07/01	01/02	
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Jennifer Alston
President

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Will Heritage
Vice President

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Thomas Edwards
Assessor

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