

Covid-19 Scouting Risk Assessment

Name of Section or Activity	17 th Nene (The Hamptons) Baden-Powell Cub Scout Pack	Date of risk assessment	14 th July 2020	Name of who undertook this risk assessment	H Webb Cub Scout Leader	COVID-19 readiness level transition	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>	Keep checking throughout the activity in case you need to change it...or even stop it! This is a great place to add comments which will be used as part of the review.

Small Group Outside Pack Meetings – Risk Assessment

Keeping COVID 19 away from Pack Night meetings: higher risk of infection spread from infected people	All Adult Volunteers, Cub Scouts and Parents.	<ul style="list-style-type: none"> • Inform and remind all Adult Volunteers, Cub Scouts and parents to remain at home for 7 days if they display any symptoms or 14 days if anyone in their household displays symptoms for 14 days. • Inform and remind all Adult Volunteers, Cub Scouts and parents to stay at home if they have been told to self-isolate by the NHS Track and Trace service. • If anyone appears to develop symptoms, they will be immediately separated from the rest of the group and sent home. • If any member receives a positive test result for COVID 19, we notify all members who may have been in contact, inline with the Governments Track and Trace scheme. • Adult Volunteers and Cub Scouts advised to wear clean clothing and put it straight in the wash after each Pack Night. • Parents asked to communicate via email, facebook or phone, rather than approaching Leaders face-to-face. • Parents advised not to congregate and 'chat' at drop off and pick up times. • All Adult Volunteers, Cub Scouts and Parents expected to adhere to 2m social distancing rules. 	
Maintaining social distance at drop off and pick up: higher risk of infection	All Adult Volunteers, Cub Scouts, Parents/Carers	<ul style="list-style-type: none"> • All Adult Volunteers, Cub Scouts and their parents/carers to be made aware of and expected to adhere to COVID-19 Government Guidelines. 	

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spread if social distancing not maintained.		<ul style="list-style-type: none"> • Wherever possible only one adult to drop off and pick up their Cub Scout, this would preferably be the same adult to drop off and pick up for each meeting. • Parents/carers to minimise interaction with Adult Volunteers wherever possible (all non-face-to face communications will still be available). • Parents/carers and Cub Scouts to socially distance from other households by 2 meters and follow the one-way-system during drop off and pick up times. 	
Maintaining social distance during meeting: higher risk of infection spread if social distancing not maintained.	All Adult Volunteers, Cub Scouts	<ul style="list-style-type: none"> • Group size limited to 3 Adult Volunteers and no more than 12 Cub Scouts. • Cub Scouts and Adult Volunteers informed of and expected to adhere to 2-meter social distancing rules at all times. • Where the activity allows and to support Cub Scouts with social distancing, plastic hoops will be spaced out, at 2 meters apart, on the ground. Cub Scouts will be expected to remain inside their hoop. • Ensure suitable adult supervision of Cub Scouts at all times. • All Cub Scouts to be informed and reminded of safety rules. • A register will be taken at each Pack Night and stored (inline with Group Policies), so that we are able to contact participants, if needed, in line with the Government's Track and Trace scheme. 	
Hygiene of people: higher risk of infection spread if proper hand washing not carried out.	All Adult Volunteers, Cub Scouts	<ul style="list-style-type: none"> • All Adult Volunteers and Cub Scouts reminded and expected to use hand sanitiser on arrival, departure and before and after using equipment. • Hand sanitiser provided by the 17th Nene (The Hamptons) Scout Group and available to all participants at all times. • Parents are to ensure that any known allergies are to be included in the declaration made to OSM. No young person is allowed to attend until such time as OSM has been updated. 	
Hygiene of toilets: higher risk of infection spread if hygiene not carried out.	All Adult Volunteers, Cub Scouts	<ul style="list-style-type: none"> • No toilets available. • Adult Volunteers and Cub Scouts advised to use the toilet at home prior to each Pack Night. 	

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<p>Hygiene of activity equipment: Higher risk of infection spread if hygiene not carried out.</p>	<p>All Adult Volunteers, Cub Scouts</p>	<ul style="list-style-type: none"> • Adult Volunteers to ensure that any equipment used is cleaned with anti-bacterial spray and kitchen roll before and after use. • Kitchen roll and any other rubbish to be double bagged before disposing of in a bin. • The volume of equipment used will be kept to a minimum and equipment will be assigned to an individual Cub Scout for the duration of the Pack Night. 	
<p>Use of outdoor spaces: uneven ground, site open to public, weather, lighting, cannot be cleaned.</p>	<p>All Adult Volunteers, Cub Scouts, Parents/carers</p>	<ul style="list-style-type: none"> • Location – Open grass area next to St Jame’s Lake, off County Road, Hampton Vale. This is a large, relativey flat grass area with street lighting on the nearby road. • Location is easily accessible for all participants and emergency services. • Metal stakes and rope/bunting will be used to mark out a boundary to separate Cub Scouts from any members of the public. There will also be a branded feather flag to show members of the public that we are an organised ‘Scouting’ activity. • All Adult Volunteers and Cub Scouts will be informed of and expected to remain inside these boundaries. • All adult volunteers will be expected to challenge any unpermitted persons who attempt to enter ‘our’ area. Cub Scouts will be reminded of stranger danger and encouraged to notify a leader if they notice an unfamiliar person attempting to enter ‘our’ area. • Cub Scout Leader will check safety of the area regularly and the boundary ‘fence’ will be put up prior to Cub Scout’s arrival. • All adult volunteers and Cub Scouts to wear sensible footwear, warm/waterproof coats, sun hats, sun cream as appropriate. • A torch will available for each pack night. • All Adult Volunteers and Cub Scouts will be expected to sanitise their hands regularly. • Ensure suitable adult supervision of Cub Scouts at all times. • All Cub Scouts to be informed and reminded of safety rules. 	
<p>First Aid: Higher risk of infection spread when working at close proximity to</p>	<p>All Adult Volunteers, Cub Scouts</p>	<ul style="list-style-type: none"> • First Aid kit kept stocked and in date by CSL. A torch and PPE, including disposable gloves, aprons and facemasks also included 	

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others while administering first aid.		<ul style="list-style-type: none"> • All Adult Volunteers informed of and expected to use PPE provided when administering first aid. • All used PPE and first aid equipment to be double bagged before disposing in a bin. • Hand sanitiser to be used before and after (and during as appropriate) administering first aid. • Minimise number of people involved in administering first aid as much as safely possible. • Medical information and emergency contact details held by CSL (or nominated Adult Volunteer in their absence). • All Adult Volunteers to be made aware of any medical conditions and special needs as appropriate 	
Virtual Pack Meetings – Risk Assessment			
Virtual Cub Scout Pack Unwelcome participants / gate crashing	Cub Scouts	<ul style="list-style-type: none"> • Waiting room • All participants to enter with their proper name initially • All participants to have cameras enabled • Use of a password • Meeting ID and Password not to be published online • Change Meeting ID and Password for each meeting 	
Virtual Cub Scout Pack Unsupervised Adult Volunteer and Cub Scout interaction	Cub Scout / Adult Volunteer	<ul style="list-style-type: none"> • There must be a minimum of two Adult Volunteers participating • Parents to be in the same location as Cub Scout during meeting 	
Virtual Cub Scout Pack Data stolen Using Adult Volunteer's info to create a false meeting	Cub Scout / Adult Volunteer / Parents	<ul style="list-style-type: none"> • Ensure PC / Laptop settings are up to date and security settings are enhanced. • Do not store Scout Material other than in accordance with Scout Group Policies. • Do not make information related to the meeting public 	
Virtual Cub Scout Pack Location of device and Cub Scout and Adult Volunteers	Cub Scout / Adult Volunteer	<ul style="list-style-type: none"> • Adult Volunteers / Cub Scout to ensure that background area is free from personal items like family photographs, links to address etc. • Adult volunteers to address issues with any child's background if needed 	

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<p>Virtual Cub Scout Pack Behaviour and conduct</p> <p>Bullying</p> <p>Accidental exposure to foul language, conversations, information, images</p>	<p>Cub Scout / Adult Volunteer</p>	<ul style="list-style-type: none"> • There must be a minimum of two Adult Volunteers participating • Remind Cub Scouts, their parents and Adult Volunteers of behaviour expectations • Encourage a habit of keeping microphones muted until required to speak. • Adult Volunteers to mute all Cub Scouts when appropriate. • Only host can share screen • Disable “chat function” • Do not use breakout rooms. • Deal with any incidents robustly. 	
<p><i>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.</i></p>			

<p>Checked by Line Manager</p>	<p>N Webb Group Scout Leader 17th Nene (The Hamptons) Scout Group 14th July 2020</p>	<p>Checked by Group Executive</p>	<p>D Ager Group Chair – Acting & Deputy Group Chair 17th Nene (The Hamptons) Scout Group 21st July 2020</p>
<p>Approved by Commissioner</p>	<p>J Smith District Commissioner Peterborough District Scouts 12th August 2020</p>	<p>Approved by District Executive</p>	<p>J Smith District Commissioner Peterborough District Scouts 12th August 2020</p>

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>.