


Activity Risk Assessment

Activity	Orienteering and Trails				
Address of premises	Hesley Wood Activity Centre, White Lane, Chapelton, S35 2YH				
Author of this risk assessment	Megan Hughes				
Issue Date	09/09/2024				
Review	This document is reviewed annually. We can review it sooner if needed.				
Reviewed by	Megan Hughes	Date	17/12/2024	Changes?	Yes, see review page
Reviewed by	Luke Joseph / Alyssa Jordan	Date	08/12/2025	Changes?	Yes, see review page
Checked by Operations Director	 Andy Moore	Date	17/12/2025		

Explanation of Risk Rating: Risk Rating = Probability x Severity			Probability			Rating	Actions resulting from Risk Rating
			Unlikely 1	Likely 2	Certain 3		
Severity	1	Minor injury or damage	1	2	3	1-3	Low Risk: Carry on, ensuring controls are in place. No further controls required.
	2	Major injury or damage	2	4	6	4-6	Medium Risk: Implement extra controls if practical to reduce risk to low. Monitor risk level to ensure no increase.
	3	Severe injury or damage, Serious illness or death.	3	6	9	7-9	High Risk: Stop activity immediately. Implement further controls to reduce risk if possible. Find alternative method.

The Hesley Management Team will monitor and review the controls to reduce risk in accordance with South Yorkshire Scouts Health & Safety Policy.

The information contained within this Risk Assessment should be taken as the minimum requirement and is not to be considered exhaustive.

What is the hazard? How might people be harmed?	Risk Level (with existing control measures)			Who is at risk?	What are the control measures?
	Probability	Severity	Rating		
Hazards arising from the actions of group members.	1	2	2	All Involved	Group leader should remain available for the group. Max group size 12 participants.
Participants becoming lost.	2	2	4	Participants	Boundaries to be identified during the briefing and a time limit given. Groups under the age of 10 years old to be accompanied by an adult. If a group is more than 30 minutes overdue a search party is to be sent out. A clear meeting point is to be established for returning or lost participants at the beginning of the session. Groups should be instructed not move in numbers less than 4 people. Establish procedures for participants in the event of an injury at the beginning of the session.
Trip hazards i.e. Hesley Wood is a natural wood, as with any woodland area, uneven floor and woodland debris are present.	2	2	4	Participants	Participants to be warned during briefing. Participants to be advised to wear appropriate footwear. Group Leader to have a first aid kit or be aware of where the nearest one is.
High winds/storms.	2	2	4	All involved	Groups to be rounded back in and the session to be stopped. Groups to be instructed to return if weather becomes concerning.

Related Risk Documents

Session notes for Orienteering / Hesley Trail / Beaver trail

Review Log

Reviewed by	Date of review	Reason for review	Changes made	Actions required	If actions have been completed insert date completed
Megan Hughes	17/12/2024	Standardise and quality control	Page numbers added to improve document navigation. Session-specific risks are placed under blue heading. Language throughout document simplified for accessibility.	None	
Luke Joseph / Alyssa Jordan	08/12/25	Annual review	Changed age of unattended groups. Changed wording relating to group supervision Changed minimum group operating sizes Added group awareness of weather.	Re-issue to all relevant instructors.	

See Review log – Trails and Orienteering for previous reviews and changes

Version 2 publication date: 17/12/25