

RISK ASSESSMENT		TEAM BUILDING ACTIVITIES		Ref No.	A08
Baseline <input checked="" type="checkbox"/>		Site Specific <input type="checkbox"/>		Vulnerable Person <input type="checkbox"/>	
				Temporary <input type="checkbox"/>	
Activity Covered by this assessment:		Indoor Initiatives, Nightline, Problem Solving, Team Tech		Hazard References: A08/01 – A08/03	
Assessors:	John Robson (Kingswood H&S Advisor)		Reviewers:		
References:	Team Building Activities BRA, issued February 2011 (withdrawn)				
Date of issue:	27/02/12		Planned review date:	End February 2013	

#### HAZARDS

Hazard Ref.	Hazard description	Activities giving rise to risks	Control Measures	
			Static	Dynamic
A08/01	Apparatus – Design, construction and use	Wear and deterioration of apparatus over time causing structural failure.	S070	D013
		Balancing on and falling from low level apparatus such as logs or beams, causing bruises, grazes or fractures.	S071	D008, D059
		Slipping on apparatus during wet weather causing bruises, grazes or fractures.	S072	D060
A08/02	Team Building Activities – Activity area	Slips, trips and falls on uneven or heavily used surfaces causing bruises, grazes, sprains, strains and occasional broken bones.	S067, S071, S073	
		Collision with furniture, apparatus and other equipment in shared spaces causing bruises and banged heads.		D013, D061
		Contact with thorny or stinging vegetation.	S073	
		Proximity to other activity or out of bounds areas where the activity undertaken has poorly defined boundaries.	S073	D038
A08/03	Team Building Activities – General participation	Crawling through puddles on Nightline courses can expose participants to waterborne infections, particularly if the water has been allowed to stagnate.	S074	D064
		Participants being hit by apparatus moved intentionally as part of the activity, such as tyres or planks, causing cuts, grazes and bruises.	S075	D065
		Collision with other participants in close proximity on Nightline causing kicks, cuts, bruises, grazes or banged heads	S075	D066
		Crawling on the ground or handling equipment such as planks or tyres causing grazed or cut knees, elbows or palms, and dirty hands.		D013, D067
		Entanglement of long hair, large or prominent jewellery or loose clothing on course apparatus, activity equipment etc.		D068
		Lifting of participants on some problem solving elements risks falls and manual handling injuries for those taking part.	S076, S077	D069, D070, D071
Spectacles worn with blindfolds risks eye injury if the glass breaks.		D072		
		Throwing water on to participants risks them colliding with structures or each other as they move out of the way causing cuts, bruises, grazes or more serious injury.		D073

#### RISK ANALYSIS

Ref	Hazard	Who may be harmed	Likelihood	Severity	Risk
A08/01	Apparatus – Design, construction and use	Participants	Low	Serious	Acceptable
A08/02	Team Building Activities – Activity area	Participants, Teachers, Instructors	Low	Minor	Acceptable
A08/03	Team Building Activities – General participation	Participants, Teachers, Instructors, Public	Medium	Serious	Marginal

## RISK CONTROL

<b>Control Ref.</b>	<b>Static Risk – Operational Controls</b>
S067	Activities should be planned to avoid significant areas of trip hazards. Trip hazards should, where possible, be removed, access restricted or made highly visible.
S070	The activity apparatus must be of solid construction and subject to 4 weekly and annual inspection. Repair or replacement of components should be undertaken as necessary.
S071	A guiderail, rope or other aid should run the whole length of the course. In places where there is a specific risk of participants losing their footing handrails or other supports should be provided on both sides of the course.
S072	Wooden components across which participants must walk that are liable to become slippery must be provided with an appropriate textured surface to minimise the risk of slipping.
S073	Nightline and Problem Solving should take place in areas designated for the purpose that are separated from other activities and avoid areas of thorny or stinging vegetation.
S074	Hollows in which water may collect should be filled in, and persistent puddles drained regularly.
S075	Explanation, demonstration and ongoing coaching are to be provided by an instructor trained in activity core skills and who is familiar with the activity session plan. Each instructor can supervise up to 16 active participants (15 students + 1 teacher). An additional Adult is required for Nightline.
S076	On elements where participants may be lifted more than 50cm from the ground, an impact absorbing surface must be installed beneath and around the element.
S077	Helmets are subject to 4 weekly inspection and repaired or replaced as necessary.
<b>Control Ref.</b>	<b>Dynamic Risk – Instructor Controls</b>
D008	Check that all participants are wearing low heeled or flat shoes.
D013	Check the condition of activity area and equipment before you begin using it, and report defects that arise during the activity.
D038	Brief participants on boundaries and any out of bounds or hazardous areas (such as adjacent activities), and watch for participants straying during the session.
D059	Explain and demonstrate appropriate spotting techniques and position yourself so as to lend support to participants on off-ground elements as necessary.
D060	Limit access to slippery sections if, in your opinion, it is too slippery to continue safely.
D061	Check that the activity area has an appropriate surface and is free of other equipment or obstructions that may be in the way.
D064	Ensure all open cuts are covered with a dressing to prevent infection, and that participants wash their hands after the activity
D065	Brief participants to be vigilant of their surroundings and each other and explain any special requirements for particular elements or pieces of equipment.
D066	Ensure participants remain sufficiently spaced on Nightline. Position yourself at the head of each obstacle and control the passage of participants to prevent each being kicked by the previous one.
D067	Check that all participants are wearing long sleeves and long trousers on nightline and problem solving.
D068	Check that long hair is gathered up and tucked away, large or prominent jewellery and neckwear is removed and large pocket items are removed for nightline and problem solving.
D069	Ensure participants who are lifted or carried are supported by sufficient people to prevent them falling. Position yourself to lend assistance if required. Stop lifting and carrying that you do not consider safe.
D070	No participant is to attempt to lift another participant on their own.
D071	Correctly fitted helmets must be worn for any Problem Solving task that requires participants to be more than 1 metre off the ground.
D072	Ensure spectacles are removed and handed to the accompanying adult before blindfolds are put on.
D073	Under no circumstances is water to be thrown over blindfolded participants or parts of the course