

## Braeside Education Centre - Activity Risk Assessment



Braeside Education  
Centre

Assessment of:		Problem Solving / Team Building (Inside & outside)		Venue:	Braeside education centre –		
Assessor:		Josh Simons		Date:	January 2025	Review Date:	January 2026
ID	Hazards Identified le: what can cause harm?	Persons at Risk le: who could be harmed by the hazard?	Current Risk Factor (High, medium or low) le: determine the level of risk	Actions to be Taken to Minimize each Risk le: what action can you take to lower the level of risk			New Risk Factor (High, medium or low) le: risk factor after action taken to minimize the risk
1	Falling less than a metre	<ul style="list-style-type: none"> <li>Braeside Staff</li> <li>School Staff</li> <li>Students</li> <li>Volunteers</li> </ul>	Medium	<ul style="list-style-type: none"> <li>Good supervision – 1 adult with each group. Supervision to monitor behaviour for safety.</li> <li>Written guidance for supervisors – check that group understands the task and the safety aspects</li> <li>Precise briefing for each activity before starting, including safe lifting of equipment/participants</li> <li>Close to first aid / emergency services</li> </ul>			Low
2	Lifting equipment and participants	<ul style="list-style-type: none"> <li>Braeside Staff</li> <li>School Staff</li> <li>Students</li> <li>Volunteers</li> </ul>	Low	<ul style="list-style-type: none"> <li>Precise briefing for each activity before starting, including safe lifting of equipment/participants</li> <li>Good supervision. Supervision to monitor behaviour for safety.</li> <li>Written guidance for supervisors – check that group understands the task and the safety aspects</li> <li>Group size below 12 (unless directly supervised on one level, e.g. circle activities).</li> </ul>			Low
3	Improper use of the build it Equipment= slips, falls, impact injuries	<ul style="list-style-type: none"> <li>Braeside Staff</li> <li>School Staff</li> <li>Students</li> <li>Volunteers</li> </ul>	High	<ul style="list-style-type: none"> <li>Good supervision – Supervision to monitor behaviour for safety.</li> <li>Written guidance for supervisors – check that group understands the task and the safety aspects</li> <li>Group size below 12 (unless directly supervised on one level, e.g. circle activities).</li> <li>Precise briefing for each activity before starting, including safe lifting of equipment/participants</li> </ul>			Medium

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4	Slippery surfaces, banks, grass	<ul style="list-style-type: none"> <li>• Braeside Staff</li> <li>• School Staff</li> <li>• Students</li> <li>• Volunteers</li> </ul>	Low	<ul style="list-style-type: none"> <li>• Verbal warnings throughout the session when it's wet and slippery</li> <li>• Salt / grit/ sand spread on equipment (especially rocking platform) when wet and slippy</li> <li>• Close to first aid / emergency services</li> </ul>	Low
5	Uneven surfaces	<ul style="list-style-type: none"> <li>• Braeside Staff</li> <li>• School Staff</li> <li>• Students</li> <li>• Volunteers</li> </ul>	Low	<ul style="list-style-type: none"> <li>• Verbal warnings throughout the session when it's wet and slippery</li> <li>• Salt / grit/ sand spread on equipment (especially rocking platform) when wet and slippy</li> </ul>	Low
6	Low branches	<ul style="list-style-type: none"> <li>• Braeside Staff</li> <li>• School Staff</li> <li>• Students</li> <li>• Volunteers</li> </ul>	Medium	<ul style="list-style-type: none"> <li>• Instructors to check areas are clear for problem solve games</li> <li>• Instructors could choose to remove any dangerous branches if safe to do so.</li> </ul>	low
7	Unstable overhead equipment (bucket, rope etc.)	<ul style="list-style-type: none"> <li>• Braeside Staff</li> <li>• School Staff</li> <li>• Students</li> <li>• Volunteers</li> </ul>	Medium	<ul style="list-style-type: none"> <li>• Precise briefing for each activity before starting, including safe lifting of equipment/participants</li> </ul>	Low
8	Moving equipment	<ul style="list-style-type: none"> <li>• Braeside Staff</li> <li>• School Staff</li> <li>• Students</li> <li>• Volunteers</li> </ul>	Medium	<ul style="list-style-type: none"> <li>• Precise briefing for each activity before starting, including safe lifting of equipment/participants</li> </ul>	Low
9	Ropes (burns and hit when thrown)	<ul style="list-style-type: none"> <li>• Braeside Staff</li> <li>• School Staff</li> <li>• Students</li> <li>• Volunteers</li> </ul>	Medium	<ul style="list-style-type: none"> <li>• Precise briefing for each activity before starting, including safe lifting of equipment/participants</li> <li>• Close to first aid / emergency services</li> </ul>	Low
10	Inappropriate clothing, jewellery etc.	<ul style="list-style-type: none"> <li>• Braeside Staff</li> <li>• School Staff</li> <li>• Students</li> <li>• Volunteers</li> </ul>	Low	<ul style="list-style-type: none"> <li>• Pupils will be reminded about appropriate clothing and footwear before starting activities.</li> <li>• Hair tied back and jewellery removed beforehand</li> </ul>	Low

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11	Inexperienced participants / staff	<ul style="list-style-type: none"> <li>• Braeside Staff</li> <li>• School Staff</li> <li>• Students</li> <li>• Volunteers</li> </ul>	Medium	<ul style="list-style-type: none"> <li>• Precise briefing for each activity before starting, including safe lifting of equipment/participants</li> <li>• Good supervision – 1 adult with each group. Supervision to monitor behaviour for safety.</li> <li>• Written guidance for supervisors – check that group understands the task and the safety aspects</li> <li>• Challenge by choice</li> </ul>	Low
12	Throwing equipment (rope bucket, water, scissors)	<ul style="list-style-type: none"> <li>• Braeside Staff</li> <li>• School Staff</li> <li>• Students</li> <li>• Volunteers</li> </ul>	Medium	<ul style="list-style-type: none"> <li>• Precise briefing for each activity before starting, including safe lifting of equipment/participants</li> <li>• Close to first aid / emergency services</li> </ul>	Low
13	Splinters	<ul style="list-style-type: none"> <li>• Braeside Staff</li> <li>• School Staff</li> <li>• Students</li> <li>• Volunteers</li> </ul>	Low	<ul style="list-style-type: none"> <li>• Check equipment for splinters and rough edges – replace when needed</li> <li>• Instructor / organiser to check equipment when setting up, i.e. before use</li> <li>• Close to first aid / emergency services</li> </ul>	Low
14	General use of equipment – knocks, scrapes.	<ul style="list-style-type: none"> <li>• Braeside Staff</li> <li>• School Staff</li> <li>• Students</li> <li>• Volunteers</li> </ul>	Medium	<ul style="list-style-type: none"> <li>• Written guidance for supervisors – check that group understands the task and the safety aspects</li> <li>• Group size below 12 (unless directly supervised on one level, e.g. circle activities).</li> <li>• Close to first aid / emergency services</li> </ul>	Low
15	Pointed equipment, poles, pegs, scissors - impalement.	<ul style="list-style-type: none"> <li>• Braeside Staff</li> <li>• School Staff</li> <li>• Students</li> <li>• Volunteers</li> </ul>	High	<ul style="list-style-type: none"> <li>• Verbal warning not to throw poles, pegs etc</li> <li>• Check equipment for splinters and rough edges – replace when needed</li> <li>• Instructor / organiser to check equipment when setting up, i.e. before use</li> <li>• Good supervision. Supervision to monitor behaviour for safety.</li> <li>• Close to first aid / emergency services</li> </ul>	Low