**Safety Briefing**

**Hertfordshire Scouts**

**Network Winter Walking Week (28 February to 6 March 2022)**

**Suggested Participant Equipment**

* Outdoor Clothing (weather appropriate)
* Walking boots / appropriate Footwear
* Bottle of water / hot drink
* Adequate food
* First Aid Kit
* Maps
* Compass
* GPS
* Phone
* Hi Vis jackets
* Torch
* Form of Identification E.g. Driving licence

**Network Winter Walking Week (NWWW) organiser’s details**

Matt Palacio has overall and final responsibility for the event. Matt can be contacted here: 07890633046 or by emailing : [Matt.palacio@hertfordshirescouts.org.uk](mailto:Matt.palacio@hertfordshirescouts.org.uk)

**InTouch details**

All participants to leave contact details, route and estimated time of return with a trusted contact. Participants to check in at the start of the walk and check out when returned safely home at agreed time. InTouch contact to be provided Network Winter Walking Week (NWWW) organisers details to provide support.

**Emergency Plan**

Participants to stop activity, deal with injury. If required call for assistance. If InTouch contact doesn’t hear from participant as agreed they should contact the police and NWWW organisers.

**Covid Safe**

* Participants to follow government guidelines on exercise outdoors. Stay socially distanced when walking in groups.
* Face coverings are to be worn when social distancing cannot be maintained or when inside.

**Activity Risk Assessment**

* Date of Risk Assessment : 16/01/2022
* Date of next Review : Before participants undertake walk
* Name of Person Doing this Risk Assessment : M Palacio and G Angell, E Challis

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| **What hazard have you identified? What are the 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?** |
| *A hazard is something that may cause harm or damage. The risk is the harm that may occur from the hazard.* | *For example: young people, adult volunteers, visitors* | *Controls are ways of making the activity safer by removing or reducing the risk. For example, you may use a different piece of equipment or you might change the way you do the activity.* | *Keep checking throughout the activity in case you need to change what you’re doing or even stop the activity.* |
| **Behaviour** – overexcitement. | All present | Participants to follow the countryside code.  Participants are representing the Scouts and should behave appropriately. |  |
| **Personal Safety –** hostile situations and people | All present | Where possible, walk with at least one other person.  Participants to avoid known problem areas. If you are unfamiliar with area take advice from locals.  Be aware of surroundings and other people.  Ensure someone knows your route and have a means of raising help. |  |
| **Terrain –** uneven ground, branches, nettles, animals, livestock, and so on. | All present | Only walk within capability/fitness level. If you feel unwell make arrangements to return home/be collected.  Wear suitable clothing and footwear for the terrain.  Be able to safely navigate the terrain, including avoiding brambles, nettles, and so on.  Avoid touching unknown plants as they may be poisonous.  Carry first aid kits and have appropriate training.  Encourage everyone to wear long trousers to protect against foliage and ticks.  Monitor livestock and other peoples pets. Find alternative routes to avoid crossing fields with livestock in. |  |
| **Weather** – rain before and during the hike, hot weather causing heat exhaustion or sun stroke. | All present | Monitor weather forecast in advance, if heavy rain forecast then plan alternative activity.  Check weather before the activity starts.  Wear suitable clothing for conditions and carry additional clothing (including sun protection and waterproofs).  Carry a filled water bottle. Consider carrying a hot drink of the weather is cold. If it’s hot, plan water stops and refilling if needed.  Carry adequate food suitable for the length of walk.  Review route before and during the hike considering weather conditions, for example, if it’s too hot or wet to continue.  Make sure routes have escape routes or alternatives routes. |  |
| **Getting Lost /** **Mistakes when navigating –** leading to increased risk of all other hazards  out in cold weather for longer than prepared  additional consequences of being lost and exhausted, especially if late or after dark. | All present | Check in and check out with Intouch contact. Agree finish time.  Compass and maps to be carried and know how to use them.  Charged mobile phones to be carried in a waterproof bag.  Use GPS device if available.  Carry a torch to aid navigation if you find yourself out after dark. |  |
| **Roads and traffic** – injuries from collisions between vehicles and people. | All present | Choose a route with minimal use of roads without a footpath.  Use designated crossing points if possible.  Consider wearing hi-visibility jackets if walking along roads.  Walk single file when on a road. |  |