

Foxy's Future Risk Assessment Form

(To be read in conjunction with site-wide risk assessment)

Date of Events/Activity: October 2026			Event/Activity: Foxy's Skele-fun Trail			
Hazards What could cause harm or damage	Who or what is at risk of being affected and how	What are you already doing~? (how have you reduced the risk already)	Likelihood of risk occurring (L/M/H)	Severity of risk (L/M/H)	Are further controls necessary? What else needs to happen to reduce the risk to an acceptable level	Action by & date
SLIPS/TRIPS/FALL	ATTENDEES & STAFF/VOLUNTEERS	AREA TO BE CLEAR, GUY ROPES AND SIGNAGE NOT IN CIRCULATION AREA OR IN PEDESTRIAN WALKWAY, REMINDER THAT PARTICIPANTS NEED A TORCH IF ATTENDING AFTER DARK AND TO WATCH THEIR STEP IN WOODLAND PATH AREAS.	M	L	ON DAY CHECK NO ROPES/BOXES BLOCKING AREA, GUY ROPES AND PEGS CLEAR OR FLAGGED.	HAZEL/EMMA
CUTS, GRAZES & BURNS	VOLUNTEERS	VISITORS WILL BE REMINDED THAT THE TRAIL IS PARTIALLY THROUGH WOODLAND/TO KEEP HANDS CLEAR OF TREES ETC, WHERE GROUPS HAVE BOOKED HOT CHOCOLATE IT WILL BE SERVED AND PARTICIPANTS WILL BE ASKED TO SIT WHILST DRINKING IT.	L	L	FIRST AIDER WILL BE ON SITE. FIRST AID KIT WILL BE PROVIDED	HAZEL/EMMA
ALLERGIC REACTION	N/A	WHERE HOT CHOCOLATE IS BOOKED GROUP LEADERS WILL ADVISE IF THEY HAVE ANY DIETARY REQUIREMENTS.	L	H	DAIRY FREE/VEGAN OPTIONS WILL BE AVAILABLE.	EMMA
COVID/FLU TRANSMISSION	VOLUNTEERS	ALL VOLUNTEERS HAVE BEEN ASKED NOT TO ATTEND IF THEY ARE UNWELL, HAND GEL WILL BE AVAILABLE.	L	L	VOLUNTEERS WILL BE REMINDED TO LEAVE IF THEY FEEL UNWELL AT ANY TIME	HAZEL/EMMA
STRAINS DUE TO HEAVY LIFTING	ATTENDEES	WHEN SETTING UP ETC. ALL TABLES ETC WILL BE MOVED BY AT LEAST 2 PEOPLE PER TABLE, TIME HAS BEEN ALLOWED FOR	L	L	ON THE DAY SETTING UP WILL BE MANAGED	HAZEL/EMMA

		SETTING UP PRIOR TO VISITORS ARRIVING.				
SIGNAGE UNSTABLE IF INCLEMENT WEATHER	VOLUNTEERS/STAFF & ATTENDEES	ITEMS WILL BE CHECKED TO ENSURE STABILITY TAKING INTO ACCOUNT WEATHER ON DAY. ADDITIONAL PEGGING/GUY ROPES WILL BE USED IF NEEDED. SIGN WILL BE ATTACHED TO FIXED STRUCTURE OR NOT USED IF GUSTING CONDITIONS.	L	M	FREQUENT CHECKS TO ENSURE EVERYTHING IS APPROPRIATELY SECURED FOR WEATHER CONDITIONS	ON DUTY TEAM
RISK OF FIRE/INJURY FROM FIRE	VOLUNTEERS/STAFF & ATTENDEES	PART OF THE TRAIL GOES THROUGH THE MAIN BUILDING. ALL FIRE EXITS ARE MARKED AND WILL BE CHECKED PRIOR TO GROUPS COMMENCING THE TRAIL TO ENSURE THAT THEY ARE CLEAR. GROUPS WILL BE SUPERVISED WHEN IN MAIN BUILDING.	L	H	REGULAR ALARM, LIGHTING AND EXIT CHECKS ARE COMPLETED AND ADDITIONAL CHECKS WILL TAKE PLACE AT THE START OF	ON DUTY TEAM
RISK OF HEARING DAMAGE	ATTENDEES	THE TRAIL CONCLUDES WITH A SHORT SILENT DISCO. HEADSET VOLUMES ARE INDIVIDUALLY CONTROLLED AND USERS/GROUP LEADERS WILL BE PROVIDED WITH INSTRUCTIONS.	L	H	GROUPS WILL BE SUPERVISED AT THE SILENT DISCO PORTION OF THE TRAIL.	EMMA/HAZEL
INCREASED RISK OF GROUND WATER ACCIDENTS DUE TO INCLEMENT WEATHER	VOLUNTEERS/STAFF & ATTENDEES	WATER ON THE FLOOR INDOORS INCREASES THE RISK OF SLIPS, TRIPS AND FALLS. INTERIOR FLOOR IS CARPETED UPON ENTRY. DOORMATS ARE NOT PERMITTED TO REDUCE THE PROSPECT OF SLIPPING.	M	L	CHECKS WILL BE DONE THROUGHOUT THE AFTERNOON/EVENING TRAILS TO ENSURE THAT FLOODING/PUDDLING HAS NOT TAKEN PLACE AND THAT HAZARDS ARE REDUCED.	ON DUTY TEAM
CAR PARK ACCIDENTS	VOLUNTEERS/STAFF & ATTENDEES	USUAL SIGNAGE IS IN PLACE. RISKS ARE INCREASED OF AN EVENING AND WHEN THERE ARE A HIGHER VOLUME OF CARS VISITING	L	H	WHERE PARTICULARLY HIGH NUMBERS ARE EXPECTED PARKING MARSHALLS WILL BE ON DUTY. ADDITIONAL TEMPORARY LIGHTING WILL BE ADDED ON PARTICULARLY DARK NIGHTS.	ON DUTY TEAM