



Betteshanger Park Risk Assessment Form

ACTIVITY TYPE: Geocaching

**LOCATION: Betteshanger Country Park
Deal, Kent
CT14 0BF**

NO. OF TRAINED EMPLOYED/STAFF/STEWARDS:

Kieron Driver
Craig Robertson
Dominic Plant
Megan Rogers
Rob Sanham
Sam Johnson
Ian Pettit
Reegan able
Lucinda Smith

ASSESSOR (print): KIERON DRIVER

ASSESSMENT DATE: 15/6/2021

Risk Assessment

Activity Location



Whole site



RISK ASSESSMENT

HAZARD AND RISK IDENTIFICATION

ACTIVITY: GEOCACHING **LOCATION:** BETTESHANGER PARKS

Persons at Risk = A: Employee B: Young Person/Trainee C: New/Expectant Mother D: Contractors E: Member of the Public F: Others in the Vicinity

SIGNIFICANT HAZARDS IDENTIFIED	PERSONS AT RISK	RISK RATING			CONTROL MEASURES	DATE ACTIONED and SIGNATURE
		Hazard x Risk = Risk Level				
Strangulation by lanyard attached to GPS device.	A, B, C, D, E	2	2	4	First Aid Kits are located at the Park Office as well as at Bike Hire. The lanyards attached to the GPS devices have a quick release clip, located on the top of the lanyard (at the back of the neck when the participant are wearing them), which can be easily broken to relieve the tension around their neck.	15/6/2021 Kieron Driver
Head injury due to GPS Device being swung around	A – F	4	3	12	First Aid Kits are located at the Park Office as well as at Bike Hire.	15/6/2021 Kieron Driver
Health of participants unsuitable for activity. Medical Issues/Injury	A – F	2	2	4	Ranger Phone Number on Signs Around the Park as well as on the back of the Park Maps (Located at Bike Hire), Site Staff have radios to keep in contact with one another. First Aid Kits are located at the Park Office as well as at Bike Hire.	15/6/2021 Kieron Driver
Drowning	A – F	5	2	10	Checking of the emergency throw lines on a daily basis. Checking signage in place. Welcome briefing before every group activity to mention about the dangers posed by the lake and two ponds.	15/6/2021 Kieron Driver

SIGNIFICANT HAZARDS IDENTIFIED	PERSONS AT RISK	RISK RATING			CONTROL MEASURES	DATE ACTIONED and SIGNATURE
		Hazard x Risk =	Risk Level			
Cars belonging to the general public being driven on cycle tracks or into the park beyond the designated car parks	A – F	5	1	5	<p>“No entry” signage checked. All staff briefed to be vigilant.</p> <p>Welcome briefing before activity to mention about the dangers posed by any vehicles around the car park areas.</p>	15/6/2021 Kieron Driver
Getting lost on site	A – F	2	2	4	<p>Before every school/group visit, Welcome briefing to all participants about the nature of the site and about the importance of staying with their group at all times. Emergency phone numbers located at various points in the park and on the back of the park maps</p>	15/6/2021 Kieron Driver
Being hit by a bike on tarmac closed road track	A – F	4	2	8	<p>Signs in place before every race/training event. Welcome briefing to include mention of the cycling track and the need to not walk on the closed tarmac cycling track one way direction signs displayed on tarmac surface</p>	15/6/2021 Kieron Driver
Dogs off leads attacking visitors	A – F	3	1	3	<p>Rules on the website. Site Signage in multiple places stating that dogs to remain on leads. Park maps also reinforcing park rules.</p> <p>Emergency phone kept on during park opening hours can be called if any issues arise.</p> <p>Staff to speak to owners of dogs that are off the lead and ask them to put them on a lead</p>	15/6/2021 Kieron Driver

Being locked in after park closure	A – F	2	1	2	"Sweep" by park staff if group is still out and are late. Escalation of situation to a senior team member if necessary	15/6/2021 Kieron Driver
Uneven paths on site	A – F	2	2	4	Welcome briefing to all participants about the nature of the site and its varying terrain	15/6/2021 Kieron Driver
Intervention from non-staff adults (i.e. general public)	A – F	3	2	6	All visiting students to be briefed in the Welcome briefing to ensure they do not roam unaccompanied. Group leaders to be reminded of the open nature of the park and the need to be aware of the whereabouts of their group members. Staff will wear uniforms at all times in order to be easily identifiable. Escalation to senior team members if a incident occurs. Priority is to keep yourself and participants safe.	15/6/2021 Kieron Driver
Industrial debris from site's previous use as a colliery spoil tip	A – F	3	2	6	Industrial debris is being picked on an ongoing basis. Welcome briefing to all participants about the nature of the site and its varying terrain and features	15/6/2021 Kieron Driver
Walking onto MY/PT area unintentionally	A – F	4	2	8	MY/PT area is fenced off and rules of the site are displayed on the outer side. Emergency phone to be kept on duty manager during shift	15/6/2021 Kieron Driver

SIGNIFICANT HAZARDS IDENTIFIED	PERSONS AT RISK	RISK RATING			CONTROL MEASURES	DATE ACTIONED and SIGNATURE
		Hazard x Risk = Risk Level				
Cache falling on top of participants	A – F	3	2	6	Staff to check geocache locations regularly to ensure that they are fit for purpose and are secure	15/6/2021 Kieron Driver

Risk Rating		
Hazard (Severity)	Value	Risk (Likelihood)
Negligible	1	Unlikely
Slight	2	Possible
Moderate	3	Quite Possible
Severe	4	Likely
Very Severe	5	Very Likely

Hazard Value x Risk Value = Risk Level

Ranking of Risk (Risk Level)	
1 – 4	Low Risk
5 – 15	Medium Risk
16 - 25	High Risk

Low Risk – risk can be acceptable.

Medium Risk – acceptable with adequate control measures in place.

High Risk – action must be prioritised and timetabled to reduce risk to an acceptable level.