

General Outdoor Activity Risk Assessment Checklist

U3A Name		Bracknell Forest U3A
Interest Group		Short Walks
Date Location/Postcode		
Weekly walks on a Thursday morning		
Various locations in and around Bracknell Forest		
Nature and Description of Activity		
Short walks of approximately 2 – 3 miles taking about 1 hour to 1.15. We walk at the pace of the slowest walker and stop for regular short breaks. Maximum of 20 walkers split into two groups		

Part 1: Before the activity Group Organiser Check list:	Yes (☐)
Risk Assessment completed and forwarded to all members of the group	Yes
Attached	

	<p>A) Consider the current Government and Public Health advice in relation to your location and the feasibility of carrying out this activity safely adhering to present social distancing requirements and permissible out-door activities. (for example currently outdoor activities are still restricted to work, shopping and exercise but this is changing and will need to be checked)</p> <p>B) Consider whether your activity involves the sharing of any equipment or shared spaces and make suitable arrangements to have antiviral cleaning products available.</p> <p>C) Where necessary inspect area prior to starting activity to ensure adequate social distancing can be maintained throughout and to remove/isolate any hazards.</p> <p>D) Ensure travel arrangements also meet the necessary requirements</p> <p>E) Consider the general hazards related to this type of activity, the impact accommodating Covid19 requirements may have on the way it is organised. These may relate to the numbers permitted to take part at any one time, location and potential congestion areas, obstacles, fitness levels required, appropriate dress, weather conditions etc.</p> <p>F) Record outcome of these considerations in writing prior to the activity and share with participants so they can complete their personal checklist in line with the information in your checklist.</p>	
<p>Part 1. Activity Checklist outcomes:</p>		<p>Yes (☐)</p>
	<p>Completed attached risk assessment indicates satisfactory outcomes for the activity with identified control measures to manage the risk</p>	

Signed Group Organiser: C Clark	Dated 18-09-20
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Part 2 - Before Activity Personal Checklist:	Yes ()
<p>A) All participants to review their own personal health and circumstances and refer to current Government guidance for different risk categories in Covid19 and what measures are recommended for people over 70 and/or with various medical conditions.</p> <p>B) Consider the health risk category of anyone else you are isolating with in your household.</p> <p>a) Review the risk check list for the activity above completed by the group organiser and consider if you can take part without adverse risk to yourself or household.</p>	

Part 2. Personal Checklist Outcomes:	Yes ()
<p>Before Activity Personal Checklist issued to all members of the group in line with U3A Requirements.</p> <p>a.</p> <p>b.</p> <p>c.</p>	
Signed	Dated

Bracknell U3A Short Walks Risk Assessment To Include Covid 19

Hazard/Risk Who Might Be Harmed	How the Risk is Controlled	Are the hazards acceptable with control measures
<p>Transmission of COVID 19 through close contact/meeting other people Members of the group or public</p>	<p>Members are to complete their own before Activity Personal Checklist (issued by Third Age Trust)</p> <p>Group leaders to check current Government and Public Health guidelines prior to the walk</p> <p>Walk is planned for a less busy time of the day</p> <p>Members must not to attend the walk if they or any members of their household have any COVID-19 symptoms.</p> <p>Car share is only possible for members of the same household or bubble</p> <p>The number of members attending the walk is limited to 20. Walkers will then be split into two separate groups with a leader for each group.</p> <p>Members wishing to attend a walk must book a place on the walk by email or telephone.</p> <p>Members will be allocated a group when they arrive at the car park and must remain with their group during the walk.</p> <p>Groups will either set off a few minutes apart or do the walk in a different order</p> <p>Talk prior to the walk to remind people to maintain physical distancing and what to do at any pinch points or road crossings and reminded that it is everyone's responsibility to do this.</p> <p>Group leader to have with them a mask and gloves in case it's needed to attend to a member who is injured or ill during a walk.</p> <p>One group leader to sign in members and keep the list for 21 days of who has attend the walk in case it is needed for track and trace.</p>	Yes
<p>Transmission of COVID 19 through touching gates, stiles fences or equipment Members of the group or public</p>	<p>Avoid touching gates and path furniture, where possible</p> <p>Ask members to bring with them and use hand sanitizers</p> <p>Advice members not to share food, drink or equipment such as walking sticks/poles</p>	Yes
<p>Members become unwell with Covid 19 symptoms after the walk Members of the group</p>	<p>Remind members to advise group leader so that other members of the group can be made aware and access if they had close contact with that member</p>	Yes
<p>Weather Members of the group</p>	<p>Group leaders to check weather forecast and cancel walk if necessary</p> <p>Remind members to wear suitable clothing and footwear</p>	Yes

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	Remind members to use sun protection and bring water with them in hot weather Abandon walk if necessary	
Slips, trips and falls Members of the group	Warn in pre-walk talk and as necessary on route of any known hazards Have a mobile phone available to call for help if necessary Group leaders to be aware of members who are slower walkers and adjust the speed of the walk as necessary. Regular stops to allow people to catch up and rest Abandon walk if necessary	Yes
Dual Use Paths Members of the group or public	Keep to one side of the path Ask walkers to help warn each other of bikes approaching	Yes
Traffic Members of the group	Walks are planned to avoid busy roads Cross at safer places where ever possible Keep group together Group leader to assist as necessary to ensure safe crossing	Yes
Over hanging branches and vegetation Ponds, watercourses Members of the group	All walks have been pre walked to identify hazards Remind members to keep away from edges and take care next to ponds, stream etc. Encourage walkers to advice each other of any hazards that they become aware of e.g. overhanging branches.	Yes
Inclines Members of the group	Walks are generally planned to avoid any significant inclines Warn in pre walk talk Allow and encourage everyone to take inclines at their own pace Rest at top of inclines.	Yes
Pre-existing health conditions Members of the group	Ask members to make group leader aware of any health concerns they have Remind members to carry any medications they need with them Group leaders to be aware of members with health conditions and adjust the length and speed of the walk as necessary. Regular stops to allow people to catch up and rest	Yes
Animals/ Livestock Members of the group	Avoid where possible fields with livestock in them. Cross fields with livestock calmly and quietly, stay together as a group. Dogs – Members can bring well behaved dogs on a walk but – any problems with a dogs behaviour the group leaders decisions will be final.	Yes