

REDCAR & ESTON SCHOOL SPORT PARTNERSHIP RISK ASSESSMENT

As required by the Health and Safety at Work Regulations 1999

Activity: Scavenger Hunt / Orienteering

Department:

Redcar & Eston School Sports Partnership

Date: 14th October 2026

Assessment Completed By: Katherine Holden

Venue: Redcar Rugby Club

Who is at Risk?:

Y3/4 Pupils, Sports Leaders & Staff

HAZARD		RISK					CONTROL MEASURES	
Identified Hazards	Hazard Effect	Probability L. M. H.	X	Severity L. M. H.	=	Level of Risk	Actions Taken to Reduce Risk	Residual Risk L. M. H.
Car Park - Moving Cars & Buses	All group members	L	X	M	=	M	School staff to lead children through the car park, briefing them before they get off the bus to be aware / careful of any vehicles.	L
Route	All group members	L	X	L	=	L	All schools to given safety briefing. Route to be explained with instructions – no children are to exit the site out of the gate unless accompanied by a member of school staff.	L
Group Ratio	All group members	L	X	M	=	M	School staff to be responsible for children whilst on the field. Staff to stay with the group and facilitate the activity sessions. Ensure you have enough staff to supervise, lead and supervise any trips to toilets.	L
Lifting & Handling	Partnership Staff & Sports leaders	L	X	M	=	M	Staff, leaders & assistants to set up and dismantle equipment. All equipment checked for faults & appropriate equipment used.	L

Falls & Trips	All group members	L	X	L	=	L	Route to be walked before each session starts to make sure it is safe. First aider with first aid kit available but suggest school staff administer treatment. School staff to ensure pupils wear appropriate footwear for the event.	L
Weather	All group members	L	X	M	=	M	Event will not take place if weather is too wet or cold. Schools should advise children to bring relevant clothing e.g. layers & waterproofs in case of cold or wet weather or sun cream / hats etc. in warm weather.	L
Venue (Open to Public)	All group members	L	X	M	=	M	Children to be briefed about members of the public using the caravan site at the top of the field within the rugby club grounds. Children are to stay with their group and not talk to strangers. Staff accompanying the pupils will have responsibility for their own pupils and ensure the pupils abide by these rules.	L
Medical Conditions	All group members	M	X	M	=	M	School staff to know any medical conditions of children and make sure they have brought any required medication with them. First aider with first aid kit available but suggest school staff administer treatment.	L
Obstructions	All group members	L	X	L	=	L	Activity area checked for suitability. Hazards identified. Appropriate warnings and notices displayed. Pupils always supervised. All group briefed about being aware of rugby posts etc. on the field / within playing areas.	L

FURTHER CONTROLS:

- First aid kit on site and qualified first aiders with mobile phone
- All school staff to have consent and medical information on all children
- SSP to have a register of all in attendance & Event information packs shared with all staff
- School staff to be responsible for their group whilst participating
- Suitable clothing and footwear for sports activities
- Briefing with each group before starting (safety and appropriate behaviour)
- Event will be cancelled if weather is too wet or cold.
- Children advised by schools to bring warm clothing in case of wet or cold weather conditions
- Covid restrictions if necessary, distancing, masks and hand sanitising will be discussed

Probability Key:

- **L** = No Chance
- **M** = Medium Chance
- **H** = High Chance / Very High Chance

Severity Key

- **L** = No injury / Minor first aid
- **M** = First Aid, Doctor or Hospital
- **H** = Major injury / Reportable Accident

Key:

L X L = L
L X M = M
L X H = M
M X M = M
M X H = H
H X H = H

Residual Risk

- **Low** = Acceptable
- **Medium & High** = Requires additional action to reduce risk.

At the time of producing this assessment, as far as I can reasonably foresee, the risks involved with this activity have been reduced as far as reasonably practicable.

Signature: Katherine Holden
Position: RESSP School Sport Officer
Date: 7th July 2026

IF FOR A VISIT COPY TO BE PASSED TO EVC AND ORIGINAL TO BE CARRIED ON VISIT BY PERSON IN CHARGE

To be signed by all staff accompanying a visit or trip to acknowledge that they have read the Risk Assessment and will ensure any control measures are observed.

Name	Designation (e.g. Assistant Leader / First Aider etc.)	Signature	Date