

Caterpillar Walking Club

Risk Assessment for Walking Activities

This generic risk assessment is designed for events corresponding to the activity defined as walking in the club's Health and Safety Policy and should be considered in conjunction with other applicable documents shown in that document.

The purpose is to give a checklist of hazards which might occur on an event and suggestions as to how they may be controlled. Those measures should be applied as appropriate to the nature of the event – A walk in the park will not require the same level of rigour as a weekend in the moors and mountains.

The* 'Residual Risk' in the table below is the acceptable remaining risk with the control measures in place.

<u>Category</u>	<u>Hazard</u>	<u>Potential consequence</u>	<u>Control measures</u>	<u>Residual Risk*</u>	<u>Responsibility</u>
Planning	Parking or meeting place may be hazardous or have restricted access	<ul style="list-style-type: none"> Parking space may be too restricted and cause obstruction 	<ul style="list-style-type: none"> Plan to meet in official car parks, or be certain that the designated spot is suitable for the anticipated number of cars, preferably with access to public transport 	Minimal	Walk Leader
	Road walking, collision with vehicle	<ul style="list-style-type: none"> injury 	<ul style="list-style-type: none"> Whenever possible avoid roads especially where there is fast traffic. 	Low to medium	Walk Leader
	Mistake in measuring route length or severity	<ul style="list-style-type: none"> Exhaustion Lateness 	<ul style="list-style-type: none"> Have route checked by an experienced leader Recce the route Estimate the duration according to Naismith's Rule Bear in mind season and location affecting sunset time If event requires public transport, check times 	Minimal	Walk Leader
	Failure to communicate nature of event	<ul style="list-style-type: none"> Participants not fit enough Inappropriate equipment Lack of food or water 	<ul style="list-style-type: none"> Event description must include: All events are pre planned and advertised in the newsletter specifying: <ul style="list-style-type: none"> Length Terrain Pace Whether food is to be brought 	Minimal	Walk Leader
	<ul style="list-style-type: none"> Events are only open to paid up club members or at the discretion of the event leader, a member may invite a guest(s) for a single free trial one day walk. Hard grades are only open to paid up members Guidelines document available to members (to be drafted) 	Walk Leader			
Leadership	Mistakes arising from lack of experience	<ul style="list-style-type: none"> Get lost 	<ul style="list-style-type: none"> Oversight by the planning committee Leaders to have experience appropriate to the trip New leaders to be shadowed by an experienced leader Recce the route Guidelines available to leaders (to be drafted) Tuition available on request from experienced leaders 	Minimal	Planning committee

<u>Category</u>	<u>Hazard</u>	<u>Potential consequence</u>	<u>Control measures</u>	<u>Residual Risk*</u>	<u>Responsibility</u>
	Navigational errors	<ul style="list-style-type: none"> Get lost Under achieve the anticipated distance 	<ul style="list-style-type: none"> Always use have OS map and compass as primary- navigation-backup Use GPS as a secondary navigation tool if possible (they can fail). Ask other, experienced, participants for help at an early stage 	Low	Walk Leader
	Management of participants	<ul style="list-style-type: none"> Group gets split 	<ul style="list-style-type: none"> Count the group at the start and at regular intervals Stop: if the group is becoming too spread and after obstacles Appoint a backmarker if the group is large Carry mobile phones and know the leader's number, normally always advertised with the event. 	Low	Walk Leader, individuals
		<ul style="list-style-type: none"> Accidental damage to farm or property 	<ul style="list-style-type: none"> Always follow the Countryside Code Always follow the Highway Code Always observe any local temporary unforeseen path diversions or closures 	Minimal	Walk Leader, individuals
	Not maintaining planned pace	<ul style="list-style-type: none"> Lateness Curtailment 	<ul style="list-style-type: none"> Allow a safety margin in planning finish time Have contingency plans eg always know the point of no return and what time you expect to reach it. You can then judge whether to return or commit to the whole route. Carry a torch if the expected completion time is close to dusk 	Minimal	Walk Leader
Participant	Participant not fit for event	<ul style="list-style-type: none"> Unable to complete the event 	<ul style="list-style-type: none"> Assess whether participants are fit enough for the event. If in doubt, discuss your concerns with them and decide whether they should be do part of the event, with an escape option, such as public transport, pub, taxi option along the route. excluded from the event. 	Low	Walk Leader, individuals
	Participant becomes incapacitated during event	<ul style="list-style-type: none"> Unable to complete the event 	<ul style="list-style-type: none"> Any participant who experiences a problem must advise the leader immediately. Leader to monitor participants in order to identify anyone who appears to be in difficulty. If a participant is unable to complete the event, the leader will agree arrangements for them to return. Have contingency plans. Eg some members are happy to give car support and collect walkers at key points of the walk 	Low	Walk Leader, individuals
	Dogs	<ul style="list-style-type: none"> Lack of control Cause accident Harm to farm animals 	<ul style="list-style-type: none"> All dog owners are legally responsible for their dogs and not the Club. Advise dog owner of their responsibilities, if necessary. Advise dog owner when you know of livestock in the area 	Minimal	Dog owner

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	Children	<ul style="list-style-type: none"> Lack of control 	<ul style="list-style-type: none"> Advise parent/guardian of their responsibilities 	Minimal	Parent
	Lack of appropriate clothing	<ul style="list-style-type: none"> Hypothermia 	<ul style="list-style-type: none"> From the newsletter all participants are informed well in advance of: the time of year; location of the event and grade of the walk, they must bring suitable clothing footwear and equipment. clothing recommended. Study the local weather forecast prior to each walk, take account of recent weather conditions ie prolonged rain, snow or ice. 	Low	Walk Leader, individuals
Equipment	Lack of food and water	<ul style="list-style-type: none"> Dehydration Exhaustion 	<ul style="list-style-type: none"> Advise participants of food and water recommended Ask if any participants are under equipped 	Low	Walk Leader, individuals
	Crossing roads	<ul style="list-style-type: none"> Collision 	<ul style="list-style-type: none"> Use bridges / pedestrian crossings where available Actively manage the crossing process. ie ensure everybody focuses on the task and not just follow whilst engrossed in conversation. Cross in small groups If visibility is restricted, perhaps on a sharp bend, one person should cross first to obtain a longer site line, then advise others when it is safe to cross. Be aware of participants with any disability 	Low	Walk Leader, individuals
Route	Walking on roads	<ul style="list-style-type: none"> Collision 	<ul style="list-style-type: none"> Observe the Highway Code. Face oncoming traffic unless you are on a blind bend, in which case leader should indicate to group to cross road, so that oncoming traffic can see group and visa versa. Must be actively managed 	Low	Walk Leader, individuals
	Crossing railways	<ul style="list-style-type: none"> Collision 	<ul style="list-style-type: none"> Only cross using bridges / approved crossings Actively manage the crossing Cross in small groups Be aware of participants with impaired mobility 	Low	Walk Leader, individuals
	Crossing watercourses	<ul style="list-style-type: none"> Getting wet Drowning hypothermia 	<ul style="list-style-type: none"> Use crossings (bridge / ford) where available Before crossing, assess banks which may be slippery or insecure. Consider an alternative crossing point if necessary. If anyone gets wet and cold, actively manage by assessing monitoring making contingency plans if anybody is in difficulty. 	Low	Walk Leader, individuals
	Stiles / Gates / Bridges	<ul style="list-style-type: none"> Risk of collapse Slips or trips 	<ul style="list-style-type: none"> Visually inspect, cross first and advise participants of any unexpected hazards, such as slippery or unstable structure Do not overload the structure 	Low	Walk Leader, individuals

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	Unforeseen weather resulting in wet / cold participants	<ul style="list-style-type: none"> Hypothermia 	<ul style="list-style-type: none"> Shelter from weather if it is likely to pass (head for pub / tea shop if possible) Avoid alcohol Do not make unnecessary stops Consider curtailing event Carry bothy bag or space blanket, during winter conditions 	Low	Walk Leader, individuals
Weather	Severe weather forcing abandonment	<ul style="list-style-type: none"> Getting lost on route back 	<ul style="list-style-type: none"> Get weather forecast beforehand Don't start the walk if the local weather forecast cast is adverse Never be afraid of aborting the walk. Share decision making process with whole group Have contingency plans for remote locations. Let someone know where you are going and your ETA 	Minimal	Walk Leader, individuals
	Effects of heat	<ul style="list-style-type: none"> Sun/heat stroke 	<ul style="list-style-type: none"> Drink plenty of water Wear a hat Wear sunscreen 	Minimal	individuals
	Trips and falls	<ul style="list-style-type: none"> Injury to participant 	<ul style="list-style-type: none"> Advise participants of obstacles or difficult terrain where they may not have appreciated the risk 	Low	Walk Leader, individuals
Accidents	Rock falls/Avalanche	<ul style="list-style-type: none"> Injury to participant or others 	<ul style="list-style-type: none"> If relevant Advise participants before traversing vulnerable areas where they may not have appreciated the risk 	Low	Walk Leader,
	Animal / insect / tick bites and stings	<ul style="list-style-type: none"> Delay to schedule Allergic reaction eg Anaphylaxis shock 	<ul style="list-style-type: none"> Be aware of allergic reaction If a serious reaction occurs, summon medical assistance Individual members should be aware of their allergies and carry appropriate medical aids 	low	individuals
	Cuts and grazes	<ul style="list-style-type: none"> Bleeding infection 	<ul style="list-style-type: none"> Individuals advised to carry hikers first aid kits 	low	individuals
Best Practice	Club policies and procedures not be adequate or appropriate to meet the present needs of the group.	<ul style="list-style-type: none"> Avoidable accidents may occur 	<ul style="list-style-type: none"> Benchmark policies and procedures against similar reputable walking organisations. Designate an experienced person to manage risks incurred by group activity. carry out formal risk assessments review formal risk assessments regularly risk is a standing agenda item on group meetings Offer training and support to any less experienced member intending to lead walks. Issue guidelines to members 	Low	Planning committee

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COVID19	Catching the highly infectious viral disease and or spreading the infection	Serious illness with life changing consequences, Potentially a fatal.	<ul style="list-style-type: none"> Follow government guidance, which is under constant review. Limit walking group numbers to 6 members plus leader. Observe social distancing Keep a record of attendees for traceability 	Low	Walk Leader, individuals

<p>Risk Exposure</p> <p>Number of walking days per annum 36 (during 2013), Range of attendance on any event between 2-20members Estimated average attendance 7 members 36x7= 252 walking days per annum</p>
