

Covid-19 restarting face to face Scouting risk assessment

Name of Section or Activity	Bibbys Farm Campsite and Activity Centre Tuckshop Risk Assessment	Date of risk assessment	28 th August 2020	Name of who undertook this risk assessment	Norman Theaker Brian Davies	COVID-19 readiness level transition	Red to Amber	Version No	01.01092020
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Hazard Identified? / Risks from it?	Who is at risk?	How are the risks already controlled? What extra controls are needed?	What has changed that needs to be thought about and controlled?
<p><i>Hazard – something that may cause harm or damage.</i></p> <p><i>Risk – the chance of it happening.</i></p>		<p><i>Controls – Ways of making the activity safer by removing or reducing the risk from it. For example - you might use a different piece of equipment or you might change the way the activity is carried out.</i></p>	<p><i>Keep checking throughout the activity in case you need to change it...or evenstop it! This is a great place to add comments which will be used as part of the review.</i></p>
<p>Access to Tuck shop Risk: Spread of infection due to lack of social distancing</p>	<p><i>Young people, Leaders Visitors Staff Volunteers</i></p>	<p>Customers to queue outside supervised by a leader to ensure social distancing. Only one customer allowed into the shop at any one time, face covering must be worn.</p>	
<p>Access to Tuckshop Risk: Spread of infection due to contamination of goods</p>	<p><i>Young people, Leaders Visitors Staff/ Volunteers</i></p>	<p>A Barrier located at the Tuck Shop entrance to stop access to shop counter and goods being handled by visitors prior to purchase. Staff to wear gloves and facemask.</p>	
<p>Access to Tuckshop Risk Spread of contamination during extended period in shop</p>	<p><i>Young people, Leaders Visitors Staff/ Volunteers</i></p>	<p>. Groups to book a time slot to keep a separation between groups. Customers can choose from a list outside and place their order when it is their turn to enter. The amount they spend to be noted against their name listed on a sheet provided by the Tuck Shop staff or The Group Leaders can compile a list of the group's total purchase requirements for the staff to prepare the order in advance. Groups should consider pre-ordered Goody Bags. The total Tuck Shop bill to be added to the Group's visit bill.</p>	
<p>Handling Money Risk: Spread of infection due to contaminated money</p>	<p><i>Young people, Leaders Visitors Staff/ Volunteers</i></p>	<p>Due to the total of a group's tuck shop purchases being added to the group visit bill there will be no money transactions involved</p>	
<p>Tuckshop surfaces Risk: Spread of infection by contact with contaminated surfaces.</p>	<p><i>Young people, Leaders Visitors Staff/ Volunteers</i></p>	<p>Regular cleaning of high touch points particularly between visits from different groups</p>	
<p>Personel hygiene Risk Spread of infection by personnel</p>	<p><i>Young people, Leaders Visitors Staff/ Volunteers</i></p>	<p>. Staff to wear gloves and face masks Sanitising gel to be provided for visitors and Tuck Shop staff for dealing with stock</p>	

Additional information can be found in the [Safety Checklist for Leaders](#) and other information at scouts.org.uk/safety

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Checked by Line Manager	Brian Davies Director, Bibbys Farm Ltd Date 01092020	Checked by Executive	Diane Hawkins Chair, Bibbys Farm Ltd, Bolton Scout Trust Date 01092020
Approved by Commissioner	Ian Hill Reg Cmmr, NE 3 September 2020	Approved by Executive	Stephen Lewis President, Bolton Scout Trust Date 01092020
Notification of level change	27 August 2020 Cathy Ward GMN CC		

We take personal data privacy seriously. The data in this form is used to assess the suitability for the return to face to face Scouting based on the controls put in place. The personal data in this form is used to identify the individuals who have completed and approved the risk assessment. This includes the individual who undertook the assessment, the line manager, Executive members and County Commissioner, who will all have access to this data. Scouts headquarters will retain this data for 3 years after the Covid-19 readiness level goes to 'Green' and does not return to 'Amber' or 'Red' to act as evidence of the assessment taking place. For further details on the Scouts data processing stance please visit our Data Protection Policy here. <https://scouts.org.uk/DPPolicy>.