

### Risk Assessment for Orienteering

Risk assessments are concerned with identifying the hazards (i.e. things which might go wrong or cause an accident/injury), evaluating the likelihood of a particular event occurring (i.e. level of risk) and putting measures in place needed to reduce or eliminate the risk.

<b>Name of Club / satellite club name / after school club</b>		<b>Octavian Droobers Orienteering Club</b>	
<b>Name of person completing this form</b>		<b>Position of person completing this form (coach, organiser etc)</b>	
<b>Venue for session / event / activity</b>		<b>Date for session / event / activity</b>	
<b>Name of person in charge of session / event / activity</b>			
<b>Risk assessment signed</b>		<b>Risk assessment dated</b>	
<b>Risk assessment checked by (name, position and date)</b>	<b>Print name &amp; position (coach mentor, controller etc):</b>		
	<b>Sign and date:</b>		

### Emergency Information

<b>Emergency access point (for emergency vehicles)</b>	<b>Post code / grid reference:</b>	<b>Place from which signed:</b>
<b>Nearest A&amp;E hospital:</b>	<b>Name and Post code:</b>	<b>Map available (where): At Registration for the Event</b>
<b>Working telephone:</b>	<b>Landline or mobile: If mobile (reception checked?)</b>	<b>Number:</b>
<b>First Aid cover</b>	<b>Name of first aider:</b>	<b>Located where? At Registration Car for the Event</b>

## The Risk Assessment

It is essential that the mitigation column is completed in detail so that the control measures and who is responsible is fully understood in advance of the activity / session / event and that all staff / helpers are fully briefed.

**NB:** it is not sufficient only to put warnings in preliminary information as there is no way of being sure that all participants will have read them.

Hazard – note under these headings (see suggested examples to consider)	Possible outcome / injury including note on Severity and Likelihood of occurrence S and L (1=low risk, 2=high risk)	Mitigation <ul style="list-style-type: none"> <li>• What control measure?</li> <li>• Who is responsible? PARTICIPANT, ORGANISER</li> </ul>
<b>In area to be used (indoor / outdoor):</b> <b>Surfaces – uneven, sloping, slippery</b> <b>Tree roots / branches</b> <b>Vegetation – thick, prickly, stinging</b> <b>Barriers – walls, fences</b> <b>Water – streams, rivers , ponds</b> <b>Traffic – including road crossings</b> <b>Cliffs/crags</b>	Slipping, especially wet or steep S1L1 Tripping or bumping into S1L1 Falling or scratches or stung S1L1 Falling over or catching on wire S1L1 Slipping, soaking or drowning S2L1 Collision danger with traffic S2L1 Falling over edges S2L1	Wear suitable footwear eg trainers with some grip PAR Beware - look at the ground and at your head height PAR Use suitable Route Choice to avoid worst areas PAR Take care when crossing or use crossing points ORG,PAR Courses avoid danger ORG. Take care near water PAR Beware traffic; obey marshall at manned crossings PAR Courses planned to avoid danger ORG. Take care PAR
<b>Participants:</b> <b>Clothing / footwear</b> <b>Getting lost</b> <b>Tiredness</b> <b>Medical conditions</b>	Too cold or hot / lack of grip S1L1 Disorientation S1L1 Lack of energy and will to go on S1L1 Existing and unexpected reactions or allergies S1L1	Wear suitable clothing and trainers with studs PAR Follow safety route to handrail and to Finish PAR Choose suitable course and eat energy food PAR Always carry a whistle and know the help signal PAR (six short blasts on whistle repeated every minute)
<b>Other people/activities in area:</b> <b>Walking dogs</b> <b>Cyclists</b> <b>Horse riders</b> <b>Forestry operations</b> <b>Archery (eg Hay Wood)</b> <b>Stranger danger</b>	Fear of attack or being bitten S1L1 Collision and rutted tracks S1L1 Collision or frightening the horse S2L1 Injury on log piles or from sharp equipment S1L1 Being struck by flying arrows S1L1 Fear of attack or abduction S1L1	Be aware of dogs and keep clear of them. PAR Be aware of cyclists and let them have the path PAR Be aware of Horse riders and let them proceed PAR Keep off Machinery and unstable log piles PAR Warn competitors of archery and mark OOB ORG. Keep away from shooting areas on map PAR Never talk to or go with strangers in the wood PAR

<b>Weather:</b> <b>Cold / heat</b>  <b>Rain / snow / hail</b> <b>Too windy</b>	Hypothermia, sunburn, heatstrokeS1L1  Wetness and Coldness S1L1 Blown over hazards or exhaustionS1L1	Wear suitable clothing and use sunscreen Drink plenty of water in hot weather Advise on use of waterproof jacket ORG / PAR Advise on use of windproof jacket ORG / PAR Take extra care near cliff edges in high winds	PAR PAR   PAR
<b>Equipment:</b> <b>Cane tops</b> <b>Pin punches</b>	Poking eyes out S2L1 Cutting fingers S1L1	Use cane-tops or flat-topped stakes Use electronic punches or warn competitors about pins Take care when punching at Controls with pin-punches	ORG ORG PAR

## Examples of hazards with the potential to cause harm

**NB: this list is not exhaustive; nor will all these be present. It is given as an aid to the person completing the risk assessment.**

<p><b>Area to be used: Indoors</b></p> <ul style="list-style-type: none"> <li>• Floor surface</li> <li>• Other equipment/obstacles</li> <li>• Shared use (dining room / other activities)</li> </ul>	<p><b>Area to be used: Outdoors</b></p> <ul style="list-style-type: none"> <li>• Uneven surfaces</li> <li>• Slopes/steps</li> <li>• Slippery surfaces</li> <li>• Tree roots/branches</li> <li>• Vegetation (prickly, stinging)</li> <li>• Wire / ruined fences</li> <li>• Walls to be climbed</li> <li>• Litter (glass, used needles)</li> <li>• Water (streams, rivers, ponds)</li> <li>• Cliffs / crags</li> <li>• Traffic (including road crossings)</li> <li>• Rail / tram lines</li> <li>• Mineshafts / caves</li> <li>• Military debris</li> </ul>	<p><b>Equipment:</b></p> <ul style="list-style-type: none"> <li>• Pencils in hand when running</li> <li>• Pin punches</li> <li>• Cane tops</li> <li>• Tent guys</li> <li>• Electrical equipment – cables</li> <li>• Generators</li> <li>• Cooking equipment</li> </ul>
<p><b>Participants:</b></p> <ul style="list-style-type: none"> <li>• Clothing / shoes</li> <li>• Existing medical conditions</li> <li>• Unexpected reactions/allergies</li> <li>• Disorientation</li> <li>• Tiredness</li> </ul>	<p><b>Other people / activities in area:</b></p> <ul style="list-style-type: none"> <li>• Walking dogs</li> <li>• Cyclists</li> <li>• Horse riders</li> <li>• Forestry operations</li> <li>• Park maintenance</li> <li>• Shooting / archery</li> <li>• Golf</li> <li>• Stranger danger</li> </ul>	<p><b>Weather:</b></p> <ul style="list-style-type: none"> <li>• Cold / heat</li> <li>• Rain / snow / hail</li> <li>• Excessive wind</li> <li>• Lightning</li> </ul>