Buddens Activity Centre Activity Risk Assessment

Centre: Buddens Activity Centre
Date: January 2026

Completed by: Centre Manager Buddens
Review Date: January 2027

Off Ground Activities Risk Assessment

Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
Injury caused by fall from height	Participants	High	▪ Instructors are trained and assessed by competent persons. ▪ Instructor safety system is in place to protect them from a fall. ▪ Approved safety systems and procedures are in place to protect participants and ensure they are always safeguarded from falling, including safe routes and PPE. ▪ Participants are briefed and shown at the start of the session the process of the activity. ▪ The safety briefing includes explaining a waiting area to the group.	Low
Injury caused failure of equipment/ base/ surroundings, including objects falling from height	Anyone in vicinity	Medium	▪ All participants and instructors will wear a helmet in the designated area throughout the activity. ▪ Activity will be set up in line with technical support document including functional checks before use. ▪ Participants are told to remove all objects from their pockets at the start of the session. ▪ All safety equipment is inspected on a daily, monthly and annual basis with appropriate records kept. ▪ All structures, trees and anchor bolts are checked on a Quarterly/Annual basis by a competent person.	Low
Slips and trips caused by uneven surfaces	Anyone in vicinity	Low	▪ Careful consideration of route to and from activity, and make participants aware of any hazards within base area. ▪ All unused equipment and ropes are kept tidy or away in the appropriate store. ▪ Participants are instructed to wear appropriate footwear with no open toe or slip on shoes.	Low

Buddens Activity Centre Activity Risk Assessment

Centre: Buddens Activity Centre
Date: January 2026

Completed by: Centre Manager Buddens
Review Date: January 2027

Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
Injury caused by entrapment, including strangulation	Participants	High	▪ At the start of the session, participants are instructed to tie long hair back and remove any dangling jewellery from their ears or around their necks or wrists. ▪ All loose items of clothing are removed. ▪ All harnesses are checked when they are put on and again before the participant completes the activity. ▪ Ropes are checked so as not to cause injury through strangulation.	Low
Injury resulting from unsupervised use of equipment	Anyone in vicinity	High	▪ Where possible operational equipment is removed or made inaccessible when not supervised. ▪ Visual deterrents used where deemed to benefit – e.g. signage, fences, etc.	Low
Injury resulting from participation in the activity	Participants	Medium	▪ Participants are fully briefed in how to be safe during the activity and this will be monitored by the instructor throughout the activity. ▪ All staff are first aid trained. ▪ All activities have a first aid kit and a radio nearby to contact help.	Low
Injury resulting from environmental/weather conditions	Entire group	Medium	<u>Weather</u> ▪ Weather forecasts are checked in the morning and instructors are notified of any possible adverse weather and precautions to make. ▪ If thunder is heard or lightening seen then the activity should stop immediately, instructors will radio the duty manager for notification. The DM will look at the lightning map to identify either lightening or an alternative noise source. The activity may continue 30 minutes after the last thunder rumble was heard. ▪ If high winds occur, then the instructor's ongoing risk assessment and judgement will decide whether to continue or put a stop to the session. If in doubt the instructor should contact DM. ▪ Staff and participants should have suitable clothing during the activity.	Low

Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
			▪ Staff should be vigilant for signs of foreseeable conditions related to the weather conditions and take appropriate action - e.g. hypothermia, dehydration. <u>Poor Lighting:</u> ▪ Instructors must have a clear vision of participants at all times, if necessary, this can be assisted by use of static or temporary lighting. Where not possible sessions should be ended to maintain safety At any time - Instructors can seek guidance from Duty Manager as to whether session can continue at any time.	
Injury caused by participant misbehaving	Entire group	Low	▪ Instructor provides a comprehensive safety briefing to all members of the group including the basic rules and expectations of them during the activity. ▪ The adult or leader with the group is responsible for the group's behaviour whilst they are on the session.	Low
Proximity to other activities	All	Medium	▪ Instructor briefs participants on safe places to stand	Low
NOTE: During all rope sessions	▪ An ERCA instructor will be on site to provide additional assistance to instructors if required.			

Buddens Activity Centre Activity Risk Assessment

Centre: Buddens Activity Centre
Date: January 2026

Completed by: Centre Manager Buddens
Review Date: January 2027

The following are additional risks specific to off ground activities:

Abseil

Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
Unsupervised use of the activity	Anyone in Vicinity	High	Climbing Tower to be locked when not in use. Gates at the top locked when not in use	Low

Climbing

Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
Unsupervised use of the activity	Anyone in Vicinity	High	Climbing Tower to be locked when not in use. Anti Climb Screens to be put in place for any prolonged period of the activity being vacant	Low
Injuring from Spinning Holds	Participants	Medium	Activity base to be checked regularly with monitoring policy All instructors to be briefed on notification to Duty Manager procedure if spinners are discovered so maintenance can be carried out.	Low

Crate Stacking

Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
Injury caused by falling crates	All	Medium	Crate passers only to pass crates, not to throw them. Crate passers briefed where to stand if crates fall. Group warned of potential hazard, climbers encouraged to push crate stack away from the rest of the group.	Low
Activity equipment	Participant	Medium	Instructor ensures ropes do not become tangled together when climbing.	Low

Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
			When crate stack reaches above reach of ground participants, alternative methods of building the tower must be used. This **must not be** throwing crates, climbing to build the tower higher by ground participants or standing on more than one crate without a safety system attached. At the end of a participant cycle, the participants on the ground are instructed to stand by the belayers and the tower is pushed over in the opposite direction.	
Unsupervised use of the activity	Anyone in Vicinity	High	Crates to be returned to secure storage when a session is not in use.	Low

Dry Tooling

Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
Dry tooling tool being dropped	Anyone in vicinity	Medium	Use lanyards provided to attach tools to climbers harness to stop them falling.	Low
Impact from the tool whilst climbing	Climber	Medium	Participants to receive a briefing on the correct way to climb using tools. 'Long arms'	
Unsupervised use of the activity	Anyone in Vicinity	High	Climbing Tower to be locked when not in use **OR** Anti Climb Screens to be put in place for any prolonged period of the activity being vacant	Low

Buddens Activity Centre Activity Risk Assessment

Centre: Buddens Activity Centre
Date: January 2026

Completed by: Centre Manager Buddens
Review Date: January 2027

Gauntlet

Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
Entrapment	Climbers	Medium	Participants warned not to put feet through any of the obstacles as they go up or come down.	Low
Injury from lifting detachable bars	Staff	Medium	Instructors should get help to attach/detach the lowest level bars to avoid personal injury	Low
Unsupervised use of the activity	Anyone in Vicinity	High	Removable bars to be removed and securely stored when the activity is not in use	Low

High All Aboard: - Tower

Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
Unsupervised use of the activity	Anyone in vicinity	High	Climbing pegs on lower pole removed when activity is not in use.	Low
Collision with activity equipment	Participants	Medium	Clear safety briefing given and lower off carried out by instructor.	Low
Injury due to misbehaviour	Participants	Medium	Participants are not to be encouraged to play pushing/rough contact games. Participants are briefed to help their team rather than hinder them	Low

Buddens Activity Centre Activity Risk Assessment

Centre: Buddens Activity Centre
Date: January 2026

Completed by: Centre Manager Buddens
Review Date: January 2027

Jacob's Ladder: - Tower

Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
Unsupervised use of the activity	Anyone in Vicinity	High	Removable bars to be removed and securely stored when the activity is not in use	Low
Collision with activity equipment	Participants	Medium	Clear safety briefing given and lower off carried out by instructor.	Low
Injury from the activity structure	Participants	Medium	Participants briefed to not use the metal cables as hand holds for climbing	Low

Leap of Faith: - Tower

Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
Shoulder Injury	Participants	Medium	Participants are instructed to grab the trapeze bar with both hands and release when instructed.	Low
Unsupervised use of the activity	Anyone in Vicinity	High	Removable staples to be removed and securely stored when the activity is not in use	Low

Buddens Activity Centre Activity Risk Assessment

Centre: Buddens Activity Centre
Date: January 2026

Completed by: Centre Manager Buddens
Review Date: January 2027

Zip Wire:

Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
Rope burn on lower off	Participants	Medium	Instructor to control descent; clear instruction given during safety brief and prior to descent that only the Rig handle should be held	Low
Impact with moving return rope	Participants	Medium	Participants are instructed to keep away from rope as it's being returned; instructors training to lower retrieval rope safely	Low
Impact with moving return rope	Instructors	Medium	Instructors to wait until the participant has slowed down before trying to take control of the lowering rope.	Low
Unsupervised use of the activity	Anyone in Vicinity	High	Zip Wire Tower to be locked when not in use. Gates at top locked when not in use	Low

Giant Swing

Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
Injuries sustained whilst pulling the rope inc. Rope Burn and Strain on Back and Arms	Participants and Instructors	Medium	Participants to be given a briefing on the correct technique of hauling, so that there are always multiple people pulling at the same time Instructor positions themselves nearest to the pole during pulling to ensure all participants have let go of the rope before swing is released Instructors to complete a physical FDC on the securing devices to ensure engagement before the participants start pulling.	Low

Entrapment in the Protraxion or ASAP devices	Participants and Instructors	Medium	All participants to have hair tied back, loose clothing or scarves removed. Instructor positions themselves nearest to the pole during pulling to ensure all participants maintain distance.	
Failure of Swing to Release: Either from stuck participants or release mechanism jam	Participants	Low	A controlled lower off technique is trained to all instructors	Low
Impact from Swing whilst in motion	Participants and Instructors	High	Clear area for pulling the rope for any participants not in the swing Clear Briefing given to all participants about safety areas and 'No Go Zone'	Low
Strain on arms/ back whilst slowing the swing	Participants and Instructors	Medium	Instructors to be trained not to engage with the yoke until after checking participants are clear. Instructors to be trained not to slow the swing until it is moving at walking pace of slower Instructors to be trained to grab the yoke and move at walking pace to gradually decrease the speed. DO NOT RUN or SLIDE	Low
Impact from Stairs whilst swinging	Participants	High	Stairs to be removed from the swing zone as soon as the participants are in their seats.	Low

Buddens Activity Centre Activity Risk Assessment

Centre: Buddens Activity Centre
Date: January 2026

Completed by: Centre Manager Buddens
Review Date: January 2027

Workplace Accessing:

Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
Risk of dropping tools	Anyone in vicinity	High	Use lanyards provided to attach tools to harness to stop them falling. Rescuer/ Assistant should work as a 'banksman' to ensure the area under the accessor is clear of bystanders.	Low
Entrapment/Entanglement	Accessor	Medium	All access qualified staff to be given an induction into site access methods before proceeding to work at height. Access works only to be undertaken with approval from the Duty Manager and with a suitable rescuer present for the works.	Low

Water Activity Risk Assessment

Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
Injury caused by Experience level of staff	Participants	High	▪ Staff will receive site specific training for the environment within which they operate and hold the necessary external qualifications.	Low
Supervision	Participants	Medium	▪ To avoid lone working a second member of staff must be present at the lake and the group must not be more than 50m from any shore at any given time. ▪ Instructors to always keep line of sight of their own group.	Low
Drowning	Participants + Staff	High	▪ Every participant and staff member must wear the relevant PPE on activity sessions.	Low

Buddens Activity Centre Activity Risk Assessment

Centre: Buddens Activity Centre
Date: January 2026

Completed by: Centre Manager Buddens
Review Date: January 2027

Hazards	**Who may be harmed?**	**Foreseeable Severity**	**Control Measures in Place**	**Residual Risk**
Inexperience of group and or group behaviour	Participants	Medium	An activity safety briefing is delivered to help orientate guests and identify any particular hazards- ▪ Cold water ▪ Wind chill (if appropriate) ▪ Correct measures to undertake if falling in the water ▪ Behaviour monitored and managed appropriately, vigilance of all staff during activity and while participants get off the water and put away equipment. ▪ Constant line of sight will be kept when on the water. ▪ Clear responsibilities are outlined in the pre-course information sent out to all groups ▪ Participants are to be briefed on the correct way to hold a paddle and to avoid contact between their paddle and other participants. The instructor and group leader will communicate to understand who is responsible for the group at all times.	Medium
Capsize or Immersion	Participants	High	▪ Clear information is given prior to the session as to the clothing required. ▪ Ensure everyone dresses for the weather conditions ▪ No bare feet ▪ Correctly fitting buoyancy aids are to be worn by all participants. ▪ Visually check each participant is kitted out properly. ▪ Visually check all equipment prior to use. ▪ Activity Instructors will carry a knife, towing system. ▪ An inspection of equipment is carried out for boats, buoyancy aids and helmets before each use ▪ Annual boat and buoyancy aid inspections are completed and recorded.	Medium

Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
			▪ All participants to be given a briefing of 'What to do in the event of a capsize'	
Strains, sprains and soft tissue injury	Participants	Medium	▪ Instruction in safe manual handling will be given ▪ An appropriate warm up will be undertaken. Activities will be varied to avoid excessive strain ▪ Paddles with damaged blades or shafts not to be used. ▪ Boats with protruding screw head/bolts should not be used.	Low
Effects of the weather	Participants	High	▪ Obtain a weather forecast. ▪ The weather and water conditions are constantly monitored. ▪ Assess whether group will be able to cope with any wind. Be aware of the effect of off shore wind. If high winds occur then the instructor's ongoing risk assessment and judgement will decide whether to continue or put a stop to the session. ▪ Be aware of the effect of wind chill. ▪ Adapt the activity accordingly or run an alternative activity if necessary. ▪ Groups will be advised on appropriate clothing. ▪ If thunder is heard or lightening seen then the activity should stop immediately, instructors will radio the duty manager for notification. The DM will look at the lightening map to identify either lightening or an alternative noise source. The activity may continue 30 minutes after the last thunder rumble was heard. ▪ Staff should be vigilant for signs of foreseeable conditions related to the weather conditions and take appropriate action - e.g. hypothermia, dehydration. ▪ Instructors can seek guidance from Lead instructor or centre manager as to whether session can continue.	Medium

Buddens Activity Centre Activity Risk Assessment

Centre: Buddens Activity Centre
Date: January 2026

Completed by: Centre Manager Buddens
Review Date: January 2027

Hazards	**Who may be harmed?**	**Foreseeable Severity**	**Control Measures in Place**	**Residual Risk**
Illness	Participants	Medium	▪ Check cuts etc are covered with water proof plasters. ▪ Check medical requirements and that any essential medication is accessible. ▪ Ensure protection from the weather (heat and cold).	Low
Unauthorised use	Anyone	High	▪ The instructor will ensure all equipment is returned to the correct storage area and secured ▪ All equipment secured when not in use. ▪ Signage to make clear Instructors must be present for the equipment to be used.	Low
Health issues	Participants	High	▪ All groups are required to provide information about significant medical requirements and will ensure that any essential medication is accessible.	Low/ Medium
Cold Water shock	Participants/ Instructors	Medium	▪ Briefing to be given to group before start about water temperature ▪ Participants should be told about what to do if they fall into cold water ▪ Take a minute. . ▪ Relax and float ▪ Keep calm	Low
Injury whist embarking or disembarking craft	Everyone	High	▪ Briefing to be given that when entering or exiting their craft participants are to have empty hands to protect in case of a fall.	Low

The following are additional risks specific to water activities:

Canoe & Kayaks

Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
Supervision of the group	Participants	Medium	▪ 1:12 for canoes Tandem with site specific training and assessment and 1:8 canoes solo ▪ 1:8 or 2:12 for Kayaking (Sit In) ▪ 1:12 for Sit on Top Kayaking ▪ Instructors to be appropriately qualified for the session in line with the APS for the session	Low

Bell Boats

Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
Supervision of the group	Participants	Medium	▪ Instructors to be appropriately qualified for the session in line with the APS for the session ▪ Minimum of 1 member of staff onboard each BB.	Low
Impact from equipment due to proximity on board	Participants/ Instructors	Medium	▪ All Participants to be briefed on the importance of holding the paddle correctly.	Low

Buddens Activity Centre Activity Risk Assessment

Centre: Buddens Activity Centre
Date: January 2026

Completed by: Centre Manager Buddens
Review Date: January 2027

Raft Build

Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
Supervision of the group	Participants	Medium	▪ Instructors to be appropriately qualified for the session in line with the APS for the session ▪ The session will be broken down and supervised as four phases- 1)Planning ▪ 2)Raft building ▪ 3)Paddling the rafts on the water ▪ 4)Dismantling ▪ Phases 1, 2 and 4 may be assisted/supervised by the groups own staff	Low
Entrapment	Participants	High	▪ Staff will carry a knife and be alert for entanglement if rafts break apart.	Low
Safety Boat	Participants	Medium	▪ Staff will be aware of the hazard presented to people in the water by the safety boat and paddle accordingly, paying constant attention to the proximity of the boat and paddle to any participants	Low
Incorrect lifting or mishandling of raft build equipment	Participants	Medium	▪ Safety briefing will include manual handling training. This briefing will specifically include to be aware of other people when moving poles.	Medium

Buddens Activity Centre Activity Risk Assessment

Centre: Buddens Activity Centre
Date: January 2026

Completed by: Centre Manager Buddens
Review Date: January 2027

Rafted Canoes

Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
Supervision of the group	Participants	Medium	▪ Instructors to be appropriately qualified for the session in line with the APS for the session ▪ The session will be broken down and supervised as four phases- 1)Planning ▪ 2)Raft building ▪ 3)Paddling the rafts on the water ▪ 4)Dismantling	Low
Entrapment	Participants	High	▪ Staff will carry a knife and be alert for entanglement if rafts break apart. ▪ Rafted Canoes to be secured underneath or using a pole to ensure the canoes do not 'clam-shell'	Low
Incorrect lifting or mishandling of rafted canoe	Participants	Medium	▪ Safety briefing will include manual handling training. This briefing will specifically include to be aware of other people when moving poles. ▪ To work in groups of at least 8 (under 18's) or 6 (adults) when moving rafts.	Medium
Size of craft for performing a rescue	Participants + Instructor	Medium	• Instructor to prioritise participants removing from the water or escorting them to the bank. • The rafted canoe should then be towed into shore, or dismantled to make rescue easier if required.	Low

Buddens Activity Centre Activity Risk Assessment

Centre: Buddens Activity Centre
Date: January 2026

Completed by: Centre Manager Buddens
Review Date: January 2027

SUPs

Hazards	Who?	FS	Control Measures in Place	Residual Risk
Supervision of the group	All	Medium	1:8 SUP solo or 2:12 with assistant BC Leadership award or BC Paddlesport instructor and assistant instructor	Low
Slips trips and falls, including impact with equipment	Group	Medium	When near to other activity groups or environmental hazards, group are to be briefed to kneel to reduce risk of falling. The risk of impact by the SUP and paddles is to be Highlighted to everyone, No bare feet – suitable footwear must be worn.	Medium
Shallow Water Injuries	All	High	Prone or Kneeling positions on boards until at shoulder depth water	Low

Mega SUPS

Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
Supervision of the group	Participants	Medium	▪ Activity takes place within the described area – instructed by an individual that has the relevant qualification ▪ Minimum of 1 member of staff onboard each MEGA SUP or following in a suitable craft.	Low
Slips trips and falls, including impact with equipment	Group	Medium	When near to other activity groups or environmental hazards, group are to be briefed to kneel to reduce risk of falling. The risk of impact by the SUP and paddles is to be Highlighted to everyone,	Medium

Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
			▪ No bare feet – suitable footwear must be worn.	
Shallow Water Injuries	All	High	Prone or Kneeling positions on boards until at shoulder depth water	Low
Impact from equipment due to proximity on board	Participants/ Instructors	Medium	▪ All Participants to be briefed on the importance of holding the paddle correctly.	Low
Overloading of Craft	All	Medium	▪ Instructors to be aware of the maximum loading of people per board and manage the group accordingly	Low
Injury due to physical contact games	All	High	▪ Ground rules to be set about appropriate engagement in the games ▪ No physical contact games to be taken part in by RWS members of staff with clients. ▪ At all times the RWS member of staff should maintain group control and end the activity before any levels of behaviour get dangerous	Low

Buddens Activity Centre Activity Risk Assessment

Centre: Buddens Activity Centre
Date: January 2026

Completed by: Centre Manager Buddens
Review Date: January 2027

Rockley Challenge

Hazards	Who?	FS	Control Measures in Place	Residual Risk
Slips trips and falls, including impact with equipment	Group	Medium	Participants to be given a clear briefing how to interact with obstacles/ challenges or tasks within the challenge area.	Medium
Head injuries from Tunnel Sections	Participants	Medium	Participants to receive a clear briefing of entering tunnels feet first.	Low
Shallow Water Injuries	All	High	Participants to be briefed about how to enter the water safely: Wading until at a depth to swim, NO JUMPING.	Low

Buddens Activity Centre Activity Risk Assessment

Centre: Buddens Activity Centre
Date: January 2026

Completed by: Centre Manager Buddens
Review Date: January 2027

On Ground Activities Risk Assessment

Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
Injury or accidents associated with group behaviour and adventurous activities	All	Medium	▪ A ratio of 1:12 for group members to instructors. Visiting staff may provide extra supervision. ▪ An activity safety briefing is delivered to help orientate guests and identify any particular hazards. ▪ Venue choice will be determined by guest wants, needs and ability and environmental conditions. ▪ Boundaries set at base and closely supervised. ▪ Venue checked as being clear of avoidable hazards. ▪ Clear responsibilities are outlined in the pre-course information sent out to all groups.	Low
Injury caused by failure of equipment/ base/ surroundings, including object falling from height	All	Medium	▪ Appropriate equipment used. ▪ Proper briefing of guests, behaviour monitored and managed appropriately, vigilance by all staff during activity and especially if guests are blindfolded. ▪ Activities take place at low level – no activity above the reach of participants. ▪ The building of any structures is closely monitored to prevent collapse. ▪ Guidance to suitable footwear given before session. ▪ Visual checks are carried out by staff on an ongoing basis. ▪ Lifting of heavy equipment is avoided or managed with clear briefings. ▪ All equipment is checked for fitness of purpose. ▪ All relevant health and safety guidelines are followed. ▪ The instructor will ensure access to a first aid kit.	Low

Buddens Activity Centre Activity Risk Assessment

Centre: Buddens Activity Centre
Date: January 2026

Completed by: Centre Manager Buddens
Review Date: January 2027

Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
Injury resulting from unsupervised use of equipment	Anyone in area	Medium	▪ All equipment and venues will be left safe and secure when unattended, and unauthorised access to equipment is prohibited.	Medium
Injury resulting from environmental/weather conditions	All	Low	▪ Pre-session briefing will include information about suitable clothing. ▪ Activity may be changed due to conditions. ▪ If thunder is heard or lightening seen then the activity should stop immediately, instructors will radio the duty manager for notification. The DM will look at the lightening map to identify either lightening or an alternative noise source. The activity may continue 30 minutes after the last thunder rumble was heard.	Low
Health issues including personal injury or illness	All	Medium	▪ All groups are required to provide information about significant medical requirements and will ensure that any essential medication is accessible. ▪ An adequate warm up will be carried out and repeated if necessary. Activities will be varied to avoid excessive strain.	Low
Injury from activities involving structures or build elements	All	Medium	▪ All participants are shown how to use the equipment safely. ▪ Everybody is shown spotting technique. ▪ Everybody must wear PPE as directed by the activity APS. ▪ No one may be on a structure unless supervised by an appropriate adult. ▪ Suitable footwear must be worn at all times. ▪ Platforms are cleared of slippery items such as mud and leaves. ▪ Participants are told never to wrap ropes around their arms or any other body parts.	Low
Injury during self-led sessions	All	Medium	▪ Ensure teacher/group leader has been given a safety briefing on the activity and completed a self led form accepting the risks	Low

The following are additional risks specific to off ground activities:

Air Rifles

Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
Impact from pellet	All	High	Protective goggles are available if required – All groups must be made aware that these are present on the range should they wish to use them. The instructor gives clear and simple instructions on the rules of the range. At all times participants are supervised by a qualified instructor. Instructor checks that everyone has understood the rules before continuing. Access to the range is controlled. There is a solid barrier between the firing stations and access to the range. Access to pellets is controlled by the instructor. Signs warning people of the danger if they enter the area. Physical barriers to prevent people walking in to the danger area.	Low
Rifle being stored loaded	All	Medium	The instructor to check at the end of the sessions that the rifle's barrel is clear.	Low
Loading the rifle (danger of loading whilst pointing at another person)	All	High	Instructor to give clear demonstration and instructions on the safe way in which to load the rifle. Instructor to supervise whilst participants are loading their rifles. Participants told not to put their finger near the trigger when loading the rifle. Number of people at the firing points controlled by the instructor.	Low
Crushed fingers	Participants	Medium	Instructor demonstrates where participants are to put their hands when they are loading the rifle. Instructor to supervise to make sure they are following the instructions.	Low
Over shoots and side shoots	All	High	Participants given clear instruction on the direction of shooting.	Low

Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
			Instructor needs to be highly vigilant as to make sure everyone only shoots at the targets.	
Unauthorised use		High	All rifles and pellets are locked in a safe away from the range. Pellets should never be left accessible with the rifles.	Low

Archery

Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
Misuse of bows	All	High	Instructors are adequately trained and hold their Archery GB Leader award/ Scout Archery Permit/ In house sign-off Bows will be kept at the shooting line at all times, whilst participants should wait in the waiting area. Participants are instructed that they can only use the bows whilst under supervision. Participants should not dry shoot (i.e. shoot without an arrow) the bows. Bows should be kept pointing down the range at all times and never towards a person or away from the range.	Low
Misuse of arrows	All	High	Arrows are counted at the start and end of the session to ensure all are accounted for. (Any lost arrows should be reported to Duty Manager at the end of the session) Participants are instructed to ensure that arrows are always pointing down the range or towards the ground at all times. Instructor demonstrates and talks through the correct way to load and shoot an arrow.	Low

Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
			All spare arrows are removed from the shooting line if the instructor leaves the shooting line to aid collection of arrows from the targets.	
String hitting the arm	Participants	Low	Participants are instructed of the correct shooting process, including keeping the bow arm slightly bend to prevent over extension of the elbow. Participants are provided with an arm bracer for their bow arm and instructed as to how to use it correctly.	Low
Arrows in the target and on the ground	Participants	High	Participants are instructed not to run on the range. Participants are instructed to approach the targets from the side of the target to ensure they do not walk into arrows which may not be visible. Participants are shown how to correctly remove arrows from the targets, ensuring they stand to the side of the arrow and check there is no one behind them before pulling them out.	Low
Overshooting	Participants	Low	Participants are told not to shoot too high and to aim at the target as much as possible. If having to retrieve arrows from behind the net then they need to be warned that there are stinging nettles and possibly animals.	Low
Allergic Reaction to Latex/Balloons	Participants	High	Participants are asked about allergies to latex/balloons before used as a game. Any participants who has an allergy is not to touch/inflate the balloons- partner up and have someone else put it in the target, inflate balloons, collect pieces at the end of session.	Low
Injury resulting from unsupervised use of equipment	Anyone in vicinity	High	▪ Where possible operational equipment is removed or made inaccessible when not supervised. Visual deterrents used where deemed to benefit – e.g. signage, fences, etc.	Low

Buddens Activity Centre Activity Risk Assessment

Centre: Buddens Activity Centre
Date: January 2026

Completed by: Centre Manager Buddens
Review Date: January 2027

Archery Tag

Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
Misuse of bows	All	High	Instructors are adequately trained and hold their Archery GB Leader award/In house sign-off along with having training in Archery Tag Sessions Participants are instructed that they can only use the bows whilst under supervision. Participants should not dry shoot (i.e. shoot without an arrow) the bows.	Low
Injury from Misuse/ Damage of arrows	All	High	Arrows are counted at the start and end of the session to ensure all are accounted for. (Any lost arrows should be reported to Duty Manager at the end of the session) Instructor demonstrates and talks through the correct way to load and shoot an arrow. Instructor checks the arrows between each game to ensure safety Participants given a brief that if an arrow is damaged during the game to use the “STOP” and hand the broken equipment to the instructor	Low
String hitting the arm	Participants	Low	Participants are instructed of the correct shooting process, including keeping the bow arm slightly bend to prevent over extension of the elbow. Participants are provided with an arm bracer for their bow arm and instructed as to how to use it correctly.	Low
Injury resulting from unsupervised use of equipment	Anyone in vicinity	High	Where possible operational equipment is removed or made inaccessible when not supervised. Visual deterrents used where deemed to benefit – e.g. signage, fences, etc.	Low
Injuring from impact of arrows	Participants	High	All participants issued and briefed to wear a face mask during game time Any removal of PPE during game play will result in a participant being asked to leave the area.	Low

Buddens Activity Centre Activity Risk Assessment

Centre: Buddens Activity Centre
Date: January 2026

Completed by: Centre Manager Buddens
Review Date: January 2027

'Taskmaster' - Generic Risk Assessment applies

Nightline/Sensory Trail - Generic Risk Assessment applies

Orienteering

Hazards	Who?	FS	Control Measures in Place	RR
Group becoming lost and separated	Group	Medium	○ Group briefed to stay together in their groups (minimum group size 3) ○ Group briefed to stay on the tracks ○ Group are taught what to do if this happens and the instructor monitors where the group have been sent, getting the to return after finding no more than 3 ○ Group to carry whistle and torch in the winter nights	Low

Excursions: Dorset Water Park- Generic Risk Assessment applies

Buddens Activity Centre Activity Risk Assessment

Centre: Buddens Activity Centre
Date: January 2026

Completed by: Centre Manager Buddens
Review Date: January 2027

Backwoods Cooking/Firelighting/Campfire

Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
Burns from Hot Food	Participants	Medium	Participants reminded that food removed from a fire is still hot. Food removed from the fire using tongs Instructor to remove tin foil	Low
Food poisoning	Participants	Medium	All meat must be checked prior to consumption Participant to sanitise their hands before food preparation and then again before consuming food	Low
Dietary requirements	Participants	High	Dietary requirements such as allergies and religious needs identified in the booking process and recorded against the group. Instructors have access to this information and are made aware of the group's needs. Instructors ask group leader before session to confirm information. First aider present at each session	Low
Injury from cooking utensils	Participants	Medium	Instructors to brief participants in the safe method of using utensils (knives etc). First aider present at each session.	Low
Fire Hazards	Participants	High	Have a designated area for fire lighting Brief group to pay special attention in this area and especially do not run Group briefed not to play with fire Once something is in the fire do not remove (only exception is some food stuffs which will be removed by the instructor or designated leader with tongs) Instructor to ensure area is supervised at all times Water source to be nearby for quick treatment if necessary	Low
Fuel	Participants	Medium	Make sure participants are burning the appropriate kind of wood for the session e.g. not pallets or rhododendron wood.	Low

Buddens Activity Centre Activity Risk Assessment

Centre: Buddens Activity Centre
Date: January 2026

Completed by: Centre Manager Buddens
Review Date: January 2027

Hazard	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
Injury whilst collecting wood	All	Medium	Brief to include staying within a designated area, not running, not moving big heavy objects (consider using a benchmark such as no thicker than your wrist) and not to carry too much at one time.	Low
Scratches and splinters	All	Low	Instructor to warn group about the possibility of splinters and avoid any wood which looks like a hazard All instructors first aid trained	Low
Toxic smoke production	All	Medium	Do not allow the burning of live trees Do not allow the burning of plastics	Low
Burns	All	High	Have a designated area for fire lighting Brief group to pay special attention in this area and especially do not run Group briefed not to play with fire Once something is in the fire do not remove (only exception is some food stuffs which will be removed by the instructor or designated leader) Instructor to ensure area is supervised at all times Water source to be nearby for quick treatment if necessary	Low
Fire spreading / out of control	All	High	Clear the area of all combustible material before the fire is set and lit Do not build fires too big Consider using an alter fire or similar containment method Make sure fire is out before leaving Bucket of water always kept nearby	Low
Smoke inhalation	All	Medium	Brief on hazard as appropriate	Low

Buddens Activity Centre Activity Risk Assessment

Centre: Buddens Activity Centre
Date: January 2026

Completed by: Centre Manager Buddens
Review Date: January 2027

Teambuilding - Generic Risk Assessment applies

Tomahawk Throwing

Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
Misuse of Tomahawks	All	High	Make sure that the Tomahawks are not taken out of the enclosure. The participants do not have access to the tomahawks when they are not being supervised. Participants are not allowed onto the shooting lanes unless it is their turn to throw, all waiting participants should be in the waiting area. Participants supervised by instructor whilst collecting tomahawks.	Low
Tomahawk Hitting Participants	All	High	Participants are instructed on the correct way to throw. On the occurrence of a Tomahawk bouncing back participants are instructed to move.	Low
Equipment failure	Participants	Medium	All equipment is inspected and logged every three months. All equipment is checked before each session and any defective equipment is removed from operation, logged and placed in the quarantine box.	Low
Entanglement	Participants	Medium	Participants are instructed to remove scarves, tie long hair back, remove or taped over long earrings. Clothing checked for 'baggy' sleeves.	Low
Cuts from Throwing Angels	All	High	Participants are instructed to collect angels from the target before collecting from the floor	Low

Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
			Participants are instructed that if an angel should hit another angel at any time, they should check if a sharp edge has been created and report sharp edges to the instructor.	
Overthrowing	Participants	Low	Waiting Area to the side of the range. Range dimensions as described in TSA Guidance Document If having to retrieve angels/axes from behind the targets then they need to be warned that there are stinging nettles and possibly animals. If access to the area behind the range is required, both ranges should stop throwing for the duration of this access.	Low
Injury resulting from unsupervised use of equipment	Anyone in vicinity	High	▪ Where possible operational equipment is removed or made inaccessible when not supervised. Visual deterrents used where deemed to benefit – e.g. signage, fences, etc.	Low

Wide Games - Generic Risk Assessment applies

Buddens Activity Centre Activity Risk Assessment

Centre: Buddens Activity Centre
Date: January 2026

Completed by: Centre Manager Buddens
Review Date: January 2027

Severity Factor & Remaining Risk Assessment

Level	Severity Description	Residual Risk Description
Low	Minor injury requiring no treatment, or simple first aid.	Control measures have reduced the severity and/or likelihood of occurrence to minimal levels.
Medium	Injury would require the participant to stop continuing the activity; medical treatment is beyond the skills of a basic first aider.	Control measures have reduced severity and/or likelihood to an adequate level but hazard still requires dynamic risk assessment & conscious consideration.
High	Injury would require expert medical attention and/or result in fatality.	Control measures are not sufficient to reduce the severity or likelihood to an acceptable level.