

Outdoor Activity Risk Assessment Form



Liverpool
English
Centre

LEC Class Name:

Location:

.....

.....

Activity:

No. of Staff / Teachers / Students:

Assessor (print):

Assessment Date: **Signature:**

Assessment Discussed and Agreed with School Manager:

Activity Leader Name (print):

Agreement Date: **Leader's Signature:**

Assessment Review Date :

Date: **By Whom:**

OUTDOOR ACTIVITY RISK ASSESSMENT

HAZARD AND RISK IDENTIFICATION

Activity: Location: Date:.....

SIGNIFICANT HAZARDS IDENTIFIED	PERSONS AT RISK	RISK RATING			CONTROL MEASURES	DATE ACTIONED and SIGNATURE
		Hazard x Risk = Risk Level				

SIGNIFICANT HAZARDS IDENTIFIED	PERSONS AT RISK	RISK RATING			CONTROL MEASURES	DATE ACTIONED and SIGNATURE
		Hazard x Risk = Risk Level				

OUTDOOR RISK ASSESSMENT (example)

HAZARD AND RISK IDENTIFICATION

EVENT: LOCATION: DATE:.....

SIGNIFICANT HAZARDS IDENTIFIED	PERSONS AT RISK	RISK RATING			CONTROL MEASURES	DATE ACTIONED and SIGNATURE
		Hazard x Risk = Risk Level				
Slippery underfoot for students due to frost on road.	Students, Activity Leader, General Public	4	3	12	Stewarding, inform students. Warn students of conditions.	28/3/17 GJ
Adverse weather closing in resulting in drop of temperature, hypothermia, high winds, etc.	Students, Activity Leader, General Public	5	2	10	1. check weather forecast 72, 48 and 24 hours before activity; 2. inform participants; 3. arrange shelters along route; 4. inform emergency services.	28/3/17 GJ
High water level River Mersey – strong gales / storms / high waves	Students, Activity Leader, General Public	5	4	20	1. warn all participants of safety and risks; 2. constant monitor of students;	28/3/17 GJ
Cables running across museum floor between exhibits – trip hazard	Students, Activity Leader, General Public	3	2	6	1. Walk carefully where possible; 2. clearly mark in high visibility; 3. provide warning signs.	28/3/17 GJ

Risk Rating		
Hazard (Severity)	Value	Risk (Likelihood)
Negligible	1	Unlikely
Slight	2	Possible
Moderate	3	Quite Possible
Severe	4	Likely
Very Severe	5	Very Likely

Hazard Value x Risk Value = Risk Level

Ranking of Risk (Risk Level)	
1 – 4	Low Risk
5 – 15	Medium Risk
16 - 25	High Risk

Low Risk – risk can be acceptable.

Medium Risk – acceptable with adequate control measures in place.

High Risk – action must be prioritised and timetabled to reduce risk to an acceptable level.