**NEWPORT OUTDOOR GROUP – RISK ASSESSMENT FORM**

Event ……………………………………………………………………………. Date ……………………….. Organiser / Leader ……………………………………………

Is event suitable for **Adults / Child (10 + years) / Child (less than 10) / Dogs / Suitable for all ?** (Circle those applicable)

Has walk route been checked in advance ? **Yes / No ?**

Is the walk / event leader an experienced leader and map reader ? **Yes / No ?**

**\*\* The walk leader should inform the walkers of the significant hazards at the start. \*\***

Risk assessment carried out by …………………………………………………………… Date ……………………….

|  |  |  |
| --- | --- | --- |
| **HAZARDS**  Make a note of any possible hazards to walkers or members of the public. Describe any further hazards. | **PRECAUTIONS**  Tick the boxes in the right hand column, indicating the precautions taken. You don’t have to tick every box, every time ! | **Tick** |
| **Weather**  Extreme rain/snow/heat/other conditions likely ?  Weather likely to deteriorate significantly during the walk ?  **Other hazards, if any …** | Check forecast. |  |
| Postpone / amend walk beforehand, if necessary, in light of the forecast. |  |
| Advise walkers to bring suitable clothing, food, drink, sunscreen, etc. |  |
| Amend / abort walk if weather changes unexpectedly. |  |
| **Details of extra precautions, if any …** |  |
| **Traffic**  Busy, narrow, twisting or otherwise hazardous roads ?  Cyclists ? Off road motor bikes ?  Railway crossings ?  **Other …** | Avoid busy or hazardous roads, if possible. |  |
| Use pavements where possible. |  |
| Wear ‘high-vis’ waistcoats, front and rear of group when not on pavements. |  |
| Lights front and back of group in dark when not on pavements. |  |
| Walk on outside of sharp bends. Care when changing sides of road. |  |
| Members’ dogs to be on a lead at all times. |  |
| **Details …** |  |
| **Path Surface / Obstacles**  Particularly slippery ? Loose ? Steep drops ?  Overgrowth ? Trees across path ?  **Other …** | Avoid the severest obstacles/sections of route, depending on ability of walkers. |  |
| Inform walkers of likely terrain, particular obstacles. |  |
| Prohibit ‘unsteady’ walkers from coming on the walk / assist less able walkers. |  |
| Advise of need for suitable footwear. |  |
| **Details …** |  |
| **Animals**  Livestock likely to be encountered ?  Members with own dogs ?  Ticks, bites, stings ?  **Other …** | Members with dogs must walk separately from rest of group, around livestock. |  |
| Walk calmly around livestock. |  |
| Leave gates and property *as you find them.* |  |
| Check for ticks at the end of walk. |  |
| **Details …** |  |
| **Navigation**  Chance of getting lost ?  Unpreparedness for walking after dark ? | Is leader competent to lead the planned walk ? |  |
| Pre-walk route, if possible. |  |
| If route not pre-walked, use an experienced leader. |  |
| Walkers leaving the group during the walk, must inform the leader. |  |
| Bring torches on day walks in the winter. |  |
| **Details …** |  |
| **Any other hazards** not covered above ? **Describe the hazard(s)** and the **precautions taken** overleaf. | | |
| **Please return the completed form** to a committee member at the end of the walk or by e mail | | |