

High Adventure Risk Assessment for:		Accomodation							
Risk Assessment must be read in conjunction with:		Risk management and risk assessment statement, Generic activity risk assessment							
Key:	L = Likelihood (1-5), S = Severity (1-5), R = Risk Rating (1-6 = Low, 7-14 = Medium, 15 - 25 = High)								
Activity/Proc ess/Operatio n	What are the Hazards	What Risks do they pose and to whom?	L	S	R	What precautions have been taken to reduce the risk?	L	S	R
Sleeping arrangements	Sexual relationships	Unwanted pregnancies, accusations of abuse/rape, Sexually transmitted diseases (STD's). Participants	2	4	8	Segregation of sexes in the dormitories / rooms. Supervision by visiting staff members to ensure the children are in correct rooms	1	4	4
Sleeping arrangements	Overnight illness	Deterioration of health. All participants	2	4	8	Staff to be 'on call' overnight for all emergency situations	2	3	6
Sleeping arrangements	Bunk Beds	Injury due to falling from bunk beds and ladders. All participants	4	3	12	Bunk beds are checked to ensure they are fixed,secure and stable etc. Pupils are encouraged and advised against using the bunk beds as a piece of "play equipment". Teachers assigning students to rooms are advised that rooms in the main centre are 3 beds high and not to put anyone small or who may have sleeping issues on the higher bunks. They are also advised to ensure that the pupils they assign to higher bunks know how to safely use the ladders.	2	3	6
Non-activity time	Smoking (including use of e cigarettes), Illicit drug & Alcohol taking	Ill health and fire hazard. Varying effects from abusive to passive behaviour, sickness, irrationality, coma, death. Sickness/nausea, headaches, abusive or violent behaviour, alcohol poisoning. All participants and staff	3	5	15	Illicit drugs not to be permitted on the premises. Vigilance by staff is required and those believed to be in possession of any to be subject to disciplinary procedures/possible removal from site. Smoking and vaping only permitted to those of legal age in the designated smoking area which they are told about upon arrival. Alcohol to be kept locked in the tuckshop and only to be served for specfic groups to people of legal age	2	3	6

Non-activity time	Groups moving about at night to meet with other party members	Theft of personal items, disturbance of others. See also "Sexual relationships". All participants	3	4	12	Adequate supervision by visiting staff during the night for male and female dormitories	1	4	4
Non-activity time	Persons leaving the site without consent	Persons not able to be accounted for in an emergency. Risk of assault if walking off site on their own. All participants	2	4	8	Adequate supervision. Alarms on exit doors away from staff accommodation.	1	4	4
Non-activity time	Trespassers on site (day/night)	Risk of theft, assault, abduction, criminal damage to property. All participants and staff	2	5	10	Unauthorised persons onsite should be challenged and, if necessary, asked to leave. If they refused or become abusive then senior team and emergency services should be called. All external doors to remain shut when not in use. All external doors are key coded, this code is only given to the visiting groups. All bedroom codes are disabled when the group arrives. The codes to be enabled and be given to the visiting staff to be able to lock all bedrooms if the school wishes to do so.	2	3	6
Group Kitchen and other social areas	Poor Hygiene	Risk of disease and illness. All participants and staff	3	4	12	The staff check and clean all areas of the centre. Emptying bins, remove/replace any dirty cloths & tea towels and maintain the overall hygiene of the facilities. It is up to the visiting groups using the group kitchen and other social areas, to ensure they clean what they use and inform the domestic team of any issues.	1	4	4
Group Kitchen and other social areas	Use of electrical equipment (group kitchen, TV's, etc..)	Electric shock, Electrocution & Burns. All participants and staff	2	4	8	All electrical equipment PAT Tested by qualified member of staff. Visiting staff's discretion to allow pupils to use any electrical equipment.	1	4	4
Water supply	Legionella in water systems if unused for a week or more	Illness through contact with bacteria. All participants and staff	2	4	8	Regular inspections or boilers/systems by appropriately qualified external contractors. Cleans and checks of accommodation before groups use it after a period of downtime including running taps and showers throughout the system.	1	4	4

Main Kitchen	Poor hygiene standards in the kitchen. Use of kitchen knives	Food poisoning, cuts. All participants and staff	2	4	8	Visiting staff are responsible for ensuring that pupil's hands are washed with soap and hot water before handling any food. Sharp knives are kept in the domestic kitchen away from pupils.	1	4	4
Storage and administering of medication	Prescribed medications	Overdosing, Chocking & Allergic reaction. All participants	3	5	15	Medication is stored: A) visiting staff locked room, B) leaders lounge fridge. It is the responsibility of the visiting groups to ensure each medication container is clearly labelled with instructions for dosage / times / name / expiry date etc.	1	5	5
Misc.	Unknown animals and pets.	Bites & Scratches. All participants and staff	2	4	8	HA has a no animals policy, unless pre booked. Local pets or farm animals can sometimes find their way onto site. If this happens the Senior Team should be made aware so that they can take appropriate action to remove the animal from site. Staff and pupils to treat animals with caution and informed to stay clear	1	4	4
Fire	Fire. See also Staff handbook for Fire drill, escape, equipment and safety policy.	Persons panic in case of emergency and do not evacuate the building correctly. Lost of life & property. All participants and staff	4	5	20	On arrival the group will be made aware of the fire procedure, including how and where to exit the building. Fire drill prior to overnight stay / properly maintained and checked fire alarm and fire extinguishers	2	5	10
Fire	Kitchen	All staff and clients in the building. Potential loss of life and or property.	3	5	15	Appropriate fire prevention and fighting equipment regularly checked and maintained. Training of staff in what to do to prevent and deal with different fires that could start in the kitchen. More details in Domestic staff training.	1	5	5
Fire	Clients electrical equipment	All staff and clients in the building. Potential loss of life and or property.	4	5	20	No electrical items to be left plugged in unsupervised. HA team to unplug items if found unsupervised.	2	5	10
Fire	Electrical equipment: HA items.	All staff and clients in the building. Potential loss of life and or property.	4	5	20	PAT testing every 12 months. Any items to be believed to be faulty are to be removed and placed in quarantine where it needs to be inspected by an electrician. It is up to the electrician to decide what happens next: Repair or replace.	1	5	5

Fire	Boilers and heating systems	All staff and clients in the building. Potential loss of life and or property.	4	5	20	Regular inspections by appropriately qualified external gas and electrician inspectors. Boiler are to have a clear area around them to prevent spread of fire. Items kept too close to boilers can be a fire fuel.	1	5	5
Fire	Flammable materials: fuels, chemicals, etc..	All staff and clients in the building. Potential loss of life and or property.	4	5	20	See COSHH policies for safe storage of chemicals and flammable liquids. No liquid fuels or gases to be stored in the accommodations buildings.	1	5	5
Fire	Smoking & e-cigarette/vape use	All staff and clients in the building. Potential loss of life and or property.	4	5	20	No smoking or vaping anywhere onsite other than in designated smoking area.	1	5	5
Fire	Accelerants: soft furnishing, mattresses, seat covers, etc..	All staff and clients in the building. Potential loss of life and or property.	4	5	20	All soft furnishings are a potential fuel source for a fire. In purchasing such items only source products that are "fire safe". Products that are fire resistant or retardant.	1	5	5
Chemicals & hazardous materials	Poisoning	Poisoning and injuries as a result to exposure to dangerous substances. All participants and staff	4	5	20	All dangerous substances locked away and only accessed by appropriate persons. See COSHH policies for safe storage of chemicals and flammable liquids.	1	5	5
Trips	Injuries as a result of moving about the buildings.	Potential injuries from slips, trips and falls resulting from running. Potential injuries from slips, trips and falls resulting from slipping on wet floors.	4	3	12	All residents are asked to take care and walk not run. Wet floor signs are put out in the areas to warn when floors are wet.	2	3	6

Reviews:		
Date	Notes	Name
15/12/2025	RA reviewed. Minor updates eg adding e-cigarettes to smoking policies	Henry Exon
18/04/2024	RA reviewed, moved to new template and risk rating system added.	Nathan Moore