

# BARNSWOOD Risk assessment – BUILDINGS AND SITE

Name of activity, event, and location	Buildings and site	Date of risk assessment	Oct 2025	Name of person doing this risk assessment	H&S Advisor for BMC Oct 2024	Reviewer of Risk Assessment & date	M&C Scouts HS Lead Oct 2026
		Date of next review	Oct 2026				

Hazard	What is the risk?	Who is at risk?	Risk level	What are the control measures?	Residual Risk	Further action required?
Fire	Uncontrolled fire breaks out in a building  Fires on camps sites	Users	High	<p>Fire Risk Assessment (FRA) carried out for all buildings. The FRA is reviewed annually.</p> <p>Fire alarms tested weekly. Annual service and inspection undertaken by approved contractor</p> <p>Emergency lighting is installed in all buildings, is tested weekly, as well as an annual service by a competent contractor</p> <p>Intumescent strips fitted to door rebates in buildings that are used for sleeping</p> <p>Carbon Monoxide and smoke detectors fitted in buildings used for sleeping and checked weekly</p> <p>Fire Extinguishers in all buildings and serviced annually by a competent contractor</p> <p>Fire Blankets, provided in all cooking areas, are checked annually by a competent contractor</p> <p>All rubbish to be removed from buildings to minimise the amount of combustible material accumulated</p> <p>Fire evacuation procedures published in buildings handbook, on the building noticeboard and form part of booking safety briefing.</p> <p>Fire drills undertaken every 6 months to check the procedure.</p> <p>Fire Doors and self closers fitted and shutters/fire doors on kitchen hatches</p> <p>Fire Action notices displayed in all buildings</p> <p>All buildings are No Smoking and the smoking area is designated as the Car Park</p> <p>All fire doors and fire escape routes to be kept unobstructed at all times</p> <p>External doors not to be locked when anyone is occupying the building</p> <p>Maximum occupancy for each building is clearly stated to hirers when booking to minimise the risk of overcrowding</p> <p>All soft furnishings and bedding provided has a fire retardant label to minimum risk standard</p> <p>Fire Escape routes marked on evacuation plan and signage in buildings</p> <p>Fire escape routes around the site has emergency lighting</p> <p>Fires on campsite must be in fire barrels, lifted 30cm off the floor with a stand. These are both provided, near the Warden's Lodge.</p>	Low	Monitor
Electricity	Electrocution, fire, faulty equipment	All	High	<p>PAT testing carried out on all portable items annually by a competent contractor</p> <p>Fixed Electrical Testing carried out every 5 years</p> <p>Switchgear has RCD protection</p> <p>Annual inspection of the electrical system undertaken by a competent contractor</p> <p>Weekly visual inspection to check for damage to any items</p>	Low	FET retest June 2025
Legionella	Ill health to users	All	High	<p>Legionella management plan in place</p> <p>Annual legionella inspection by a competent contractor</p> <p>Weekly 5 minute flush of hot and cold water systems in occupied buildings.</p> <p>Quarterly descale and disinfect shower heads integrated into the cleaning regime by cleaning contractor.</p> <p>6 monthly pressure vessel flush pumphouse</p> <p>Annual clean of site water system including Sterox (or equivalent) treatment by a competent contractor</p>	Low	Maintain regime
Microbiological Contamination in buildings	Food poisoning, adverse publicity	All	Medium	<p>All surfaces are easy to clean and wipe down</p> <p>Hirers are responsible for keeping food preparation and eating areas clean</p> <p>Refrigerator and freezer provided in each building with a kitchen will be emptied after use, regardless of expiry dates</p> <p>Post booking clean and check of food prep areas undertaken</p>	Low	Maintain regime
Undertaking activities that may result in injury to individuals	Personal injury occurs requiring first aid treatment	All	High	<p>NAP holders are responsible for first aid cover for their group along with an "In Touch" system.</p> <p>Activity organisers to minimise the risk, have approved risk assessments in place, and have emergency plans in place..</p> <p>Central first aid point in Wardens lodge with portable first aid kit available</p> <p>First aid kit review annually to check date of items in kit. Items replaced after use.</p> <p>Any accidents, incidents or near misses must be reported to the Duty Warden.</p> <p>All leaders must follow the accident reporting procedures as detailed in the Scouting Purple Card.</p>	Low	Monitor

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Failure to follow emergency procedures	Barnswood safety policy not adhered to	All	High	All hirers will be given a copy of the emergency procedures for the site and building. Camp Leaders should ensure that their YP and Leader are aware of the location of alarm points, fire extinguishers and evacuation routes to the assembly points in the main car park.	Low	Monitor
Stored gas, gas cookers	Risk of explosion, fire	All	High	Annual service and gas safety check carried out on gas boilers by a competent contractor. Gas Certificates displayed in buildings Camp Hall, Marsden Chalet and Pine Lodge provided with an interlocked gas safe extract system All Calor Gas tanks fenced off and locked Engineering inspection 10 year certificates on tanks on file from Calor Gas. Emergency number for Gas Leaks is displayed on tank compounds and in the buildings handbook	Low	Maintain regime
Hazardous substances	Chemical burn, ingestion	All	High	All hazardous substances are kept in locked stores, access to which is restricted to those who are authorised to use them. COSHH assessment and Risk Assessments in place	Low	Maintain regime
Slips, trips & falls	Personal injury, damage to equipment	All	High	Exit routes to be kept clear in buildings Ensure there is no build up of rubbish All spills to be cleaned up immediately Tidying of tables chairs etc after use to ensure no tripping hazards Handrails in place on stairs The main perimeter tracks around the site have low level lighting installed Tracks are maintained as required	Low	Monitor
Building Structures	Poor maintenance leads to injury	All	High	Annual visual inspection of building fabric, walls, floor, windows, surfaces, roof of each building to pick up any maintenance issues. Near miss, or maintenance issues to be reported to the BMC team for resolution.	Low	Monitor
Security	Uninvited persons enter the site	All	High	CCTV installed in car park, with an alert system fed to remote users. Gates to site locked when not in use. Access codes share to limited users only. Vigilance by users to be alert to unauthorised or unwanted visitors.	Low	Monitor
Rubbish & Waste	Vermin, health hazard to users	All	Medium	All users are asked to remove rubbish from their sites, or the buildings they occupy, and place in the bins provided in the car park Bins are regularly emptied by a licenced waste contractor	Low	Monitor
Trees – falling branches, debris	Personal injury, damage to property or vehicles	All	Medium	Trees are inspected on a periodic basis by a competent person Any issues arising are resolved using a competent contractor	Low	Monitor
Traffic	RTC, collision with persons	All	High	Access to the main car park is via a 250m track that is owned by a local farmer. Barnswood has a right of access along the track. Users are asked not to drive around the site unless necessary. There is a one-way system in place if the site is busy. Users are asked to drive slowly, with their hazard lights on when the site is busy.	Low	Monitor
Wildlife / vermin	Injury, disease or disturbance	All	Med	Users to minimise accumulation of rubbish and foodstuffs that may attract vermin. Red deer are known to be present on site, and are known carriers of ticks, that may cause Lyme disease. Users should make provision in their activity risk assessments and be aware of how to deal with any person who may pick up a tick.	Low	Monitor
Poisonous	Poisoning	All	High	At certain times of the year there may be poisonous plants and fungi present on site. The wardens will advise if some are spotted	Low	Monitor

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plants / fungi	due to ingestion			however, users are advised to warn their young people, volunteers and attendees of the risks presented by poisonous plants.		
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**If you are unsure about anything above, please speak to the Duty Warden**