

Bonaly Scout Centre – Activity Risk Assessment

Den Building Instructions

The leader supervising the activity must read and comply with the Standard Operating Procedure, Risk Assessment and these instructions and must have completed the sign out sheet before using the activity; they must supervise the activity for its entire duration and not hand over responsibility to any other person at any time.

A member of the Bonaly team is available to offer guidance and answer any questions at this time.

Please meet at the Blair Barn for all self-led activities

Description: Den building is a great activity to develop teamwork skills and let children express their creativity

Location: Den building can take place in many places across the site.

Set up: A member of the Bonaly team will issue the equipment; all equipment is to be returned to them at the same place at the end of the session.

Equipment provided:

Bamboo canes, ropes & plastic sheeting.

Running the session:

Introduction Working in teams, the participants will construct a Den that they can all fit inside. Ask the teams to come up with a plan and explain it to the Leader before they start. Set the boundaries and explain the safety rules (see risk assessment). Do not enter the Den without permission from the Leader.

When the Dens are all built, let each team introduce theirs to the other teams and explain how they built them.

Deconstruct the Dens from the outside. Leaders be particularly vigilant at this time.

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Den Building

No	Hazard	Who it effects	Unmanaged risk	Control measures	Managed risk
1	Insufficient Instruction/Supervision	Participants & Leaders	Medium	Den building to be run by suitably experienced leader who has read the RA & SOP. Adequate group control must be maintained at all times or activity must be stopped Maximum instructor ratio of 1 to 12 Boundaries of area used should be set dependent on group age and ability.	Low
2	Low Branches (Eyes)	Participants & Leaders	Medium	Leaders to brief participants to take care when moving through wooded areas. No running through woodland	Low
3	Stings (bees, wasps and other insects)	Participants & Leaders	Medium	Instructor to be aware of any participants who have specific insect allergies and know how to deal with such emergencies.	Low
4	Plants	Participants & Leaders	Medium	Instructor to be aware of any participants with specific plant allergies or hay fever and carry the necessary medication. Participants must be warned of prickly and stinging plants in woods. Participants must wash their hands before eating. Participants must not pick plants.	Low
6	Lifting logs and sticks	Participants & Leaders	Medium	Care to be taken of fingers and toes when lifting sticks or logs. If participants can't lift object easily on their own then instructed to leave it, or get the help of a friend.	Low
7	Collapsing Dens	Participants & Leaders	High	Den's are to be build from the outside and participants are not to enter without Leaders permission.	Low
8	Hypo/Hyperthermia and exposure	Participants & Leaders	Medium	Instructor to ensure participants have appropriate clothing for the prevailing conditions and to monitor participants during the session.	Low
9	Medical conditions that could affect the activity	Participants & Leaders	Medium	Instructor to check with group if there are any medical conditions/Injuries which may affect their participation.	Low
9	Slippery/uneven surfaces and trip hazards	Participants & Leaders	Medium	Instructor to make participants aware of conditions underfoot. No running through woodland.	Low
Assessor		Date	Review Date		
Sean Crossan		01/03/25	01/03/26		

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Standard Operating Procedure – All Activities

Supervisors will be given copies of the Standard Operating Procedure, Risk Assessment and Instructions for the activity.

The safety of participants is at all times the responsibility of the supervisor.

The supervisor must:

- Read and comply with the Standard operating procedure, Risk Assessment and Activity instructions.

- Complete the sign out sheet before using the activity

- Must supervise the activity for its entire duration and not hand over responsibility to any other person at any time.

- Ensure there is adequate first aid provision.

- Maintain adequate group control at all times.

- Ensure participants are suitably attired for the prevailing weather conditions and activity.

- Be aware of any participant medical conditions that may affect the activity.

- Make participants aware of conditions underfoot.

- Fully brief participants on the activity, paying particular attention to risks highlighted in the Risk Assessments and Standard Operating Procedures.

- Report any loss or damage to the equipment/activity.

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Standard Operating Procedure – Den Building

Maximum group size per supervisor of 12

The Supervisor must:

Dens are to be built from the outside and participants are not to enter without Leaders permission.

Warn participants of prickly/stinging plants and animals.

Ensure participants do not pick plants.

Ensure care is taken when participants lift logs and sticks.

Brief participants boundaries of the activity area, particularly out of bounds areas/danger areas such as archery range, car park and roads.

Brief participants on the dangers of running through and around wooded areas.

Ensure under 18's are in groups of at least 3.

Be aware of any specific insect or plant allergies of participants.

Ensure participants wash hands after activity.