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| **Activity:** | Nights Away and Camping | **Location:** | Campsites, inc. Greenfield | **Last review date:** | December 2022 | **Produced by:** | Alex Windows (Section Leader) |
| **Next review date:** | December 2025 | **Quality Assured by:** |  |

* POR 9.55 Nights Away Permit Scheme - <https://www.scouts.org.uk/por/9-activities/#9.55>
* POR 9.56 Nights Away Responsibilities - <https://www.scouts.org.uk/por/9-activities/#9.56>
* POR 9.57 Nights Away Permits - <https://www.scouts.org.uk/por/9-activities/#9.57>
* POR 9.61 Nights Away Passports - <https://www.scouts.org.uk/por/9-activities/#9.61>
* TSA Keeping Safe at Camp Guidance - <https://www.scouts.org.uk/volunteers/staying-safe-and-safeguarding/safety/keeping-safe-at-camp/>

| **What are the hazards?** | **What are the risks?** | **Who is most at risk?** | **What control measures will be put in place?** |
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| **Terrain** | Tripping and falling. | All. | * Check and follow any site-specific rules or instructions, according to the site's own safety policy. * Leaders should check areas for hazards and debris, before highlighting them to young people or removing them. * Leaders should advise young people on the boundaries of the camp and activities. * Stay away from large bodies of water, such as rivers or lakes. * Where possible, tents and other structures should be placed on level ground. * Torches should be used during activities in the dark to aid visibility. |
| **Trees** | Falling. | All. | * Young people should not climb trees in the dark. * Where possible, avoid pitching tents or lighting fires below trees. |
| **Camping Equipment** | Injuries. | All. | * Young people should be shown how to use and carry equipment correctly by an adult leader. * Equipment should be tidily stored in a central location, where it cannot fall, unless otherwise needed for an activity. |
| **Manual Handling** | Strains or Sprains  Dropped loads | Workers. | * Ensure the use of good lifting techniques, lifting from the knees, not from the waist. Keep back straight. * Advise not to attempt to carry more than capable of. * Ask for additional support to lift the object, if possible. * Where possible, break loads down to make them lighter and easier to move. * Make sure loads are packed into boxes or bags to be more secure. * Use wheels, e.g., a trolley or wheelbarrow, where possible, or get more people to help. |
| **Tents** | Getting wet.  Injuries.  Fires. | All | * Leaders should check tents after pitching to ensure they are structurally sound and that inner and outer tents are not touching to maintain waterproofing. * Ensure tents are properly zipped upon exit and are fully unzipped before entry, to ensure they remain waterproof and prevent trip hazards. * Tents should be pitched with sufficient distance between them in case of fire to prevent spread. * No running in between tents and over guy lines. * Guy lines should be a suitable length and should not obstruct major walkways. |
| **Fuels** | Fire.  Explosions. | All. | * All fuels, including gas cylinders, appliances, and fittings, e.g., stoves, pipes and regulators should be checked before use for signs of corrosion or wear. * Flammables and ignition sources should be kept away from sleeping areas. * Fuels should only be used in a well-ventilated area. * Gas containers will be disconnected and sealed when not in use, especially at night. * Fuels should be stored outside of direct sunlight. * Young people will be shown the correct use of flammables and ignition sources and should be supervised by a leader when using them. * Young people should be advised not to bring their own flammables or ignition sources (other than flint and steel) and only use those provided under appropriate supervision. |
| **Carbon Monoxide** | Poisoning. | All. | * Use appliances in a properly ventilated area. If you need a sheltered cooking area, consider a gazebo or a tent porch with sufficient air circulation and ventilation. * Regularly check and clean your equipment and arrange for proper maintenance. * Never use gas stoves/fuel burners etc. to heat tents. |
| **Personal Safety** | Injury/unwell.  Getting lost. | Young People. | * A duty night leader can be woken in the case of an emergency or feeling unwell in the night, if the problem cannot be solved by the young people themselves. An adult leader should be assigned to this duty each night. Young people should be informed of this leader and their location/tent during the night. * Leaders should assign young people a number and count them in regularly to check no one is missing. * Group leaders (e.g. sixers and patrol leaders) should take care of the younger members of their group and prompt working together with everyone involved so no one is left out. |
| **Personal Hygiene and Sanitation** | Discomfort.  Unwell. | Young People | * Young people should wash appropriately before going to bed, including brushing their teeth. * Young people should get completed changing, including their base layer, before going to bed to prevent getting cold from being wet/sweaty. * Leaders will bring sanitary towels and accessories to camps, including plastic bags to carry away for disposal. Female camps should be made aware of its location. |
| **Preventing and Managing Illness** | Discomfort.  Unwell. | Young People | * Leaders should advise young people and parents that they should not attend if they are ill or have any symptoms of suffering from any illness. * Wash hands between activities and before food. * First aid should be available in the mess tent and advise young people of the location. * Contact home if young people become unwell to advise. |
| **Food and Hygiene** | Strength/hydration.  Disease/infection.  Food poisoning. | All. | * Leaders should ensure young people eat and drink enough at each meal to maintain strength and hydration for the day’s activities. * Leaders should remain extra vigilant of those who may have not been eating or drinking sufficiently. * Keep food covered wherever possible. * Clean and sanitise with anti-bacterial spray work surfaces, before and after use. * Raw and cooked foods must be kept separate at all stages of preparation, storage, and distribution. * Insects, animals, and birds must be prevented from entering or living in food preparation or storage areas. * Ensure waste food and refuse are removed from food preparation areas regularly. * Do not allow dried foods to become moist, as this will encourage the growth of bacteria and moulds. * Ensure food, particularly high-risk food, such as chicken, is cooked properly. * Where possible, have separate cool boxes or fridges for cooked and uncooked meats. |
| **Kitchen/Food Preparation Area** | Injury.  Burns.  Fire. | All. | * Avoid leaving metal spoons in boiling liquids. * Avoid leaving the handles of cooking pans over the gas flame. * Carry a knife with its point towards the floor. * Cut or chop on a board, never in the hand. * Where possible, clean up any spilled grease or fat from the floor immediately using hot soapy water. * Avoid using a damp cloth for lifting or carrying hot utensils. Heat penetrates more quickly than a dry cloth. * Pan containing hot fat, which has caught fire, should be extinguished by smothering it with a fire blanket or a thick damp cloth. Never put water on a fat or oil fire. * Get assistance to carry large heavy containers of hot food. * Do not reach over naked flames. * Never place cleaning fluids into bottles originally used for food or drink. * Ensure there is a suitable water supply nearby to treat any burns. |
| **Allergies** | Allergic Reaction.  Discomfort. | All. | * Details of allergies will be collected by leaders and stored securely. * Should members be likely to encounter allergens, additional precautions should be taken to avoid or remove the allergen. * Members susceptible to vegetative allergens should wear appropriate clothing to avoid contact. * Ensure any medication is readily available and it can be administered if it is required, especially for those susceptible to allergens. * Leaders should also pay attention to the pollen count. If this is high, hay fever sufferers may advise to wear wraparound sunglasses and bring any required medications. |
| **Medication** | Medical Conditions. | All. | * All medication, apart from those needed for emergencies, is to be handed to leaders, who should be briefed on when and how they are needed to be taken. * Emergency medicines, particularly inhalers, can be kept on a young person or handed to a leader who will remain close by. * If required, additional measures should be put in place to ensure medication can be administered. * Ensure any medication is readily available and it can be administered as required. |
| **Public/other site users** | Disruption. | Young People. | * Young people must respect other people when passing buildings and maintain a suitable low level of noise. * Do not venture into or walk across other people’s campsites. * Take care around private residences to respect others’ privacy and not intrude on land or be too loud. |
| **Hot Weather/ Summer Camping** | Dehydration.  Exhaustion.  Heat/Sunstroke.  Sun Burn. | Young People. | * Adult leaders should be available to spot the signs of dehydration and exhaustion. * Leaders should bring additional water to activities and provide a shaded area. * Young people should put on sun protection as required, as advised by leaders. They must apply their own sun protection or be aided by another young person. * Sun protection should not be supplied or applied by an adult. * Young people should bring their own sun protection (and parents advised to do so well before the activity) to avoid any allergic reactions – these should not be provided by leaders. |
| **Cold Weather/ Winter Camping** | Hypothermia.  Getting Wet.  Poor Visibility. | Young People. | * Young people should wear an appropriate level of clothing depending on the weather conditions, as advised by leaders. Make sure everyone knows what kit works to keep them warm and dry. * Leaders should assess the weather conditions before undertaking and during a camp/ activity and decide if the event should take place or continue. * Hot drinks and soup could be considered to help keep you warm, hydrated and keep energy levels up. * Consider the effect of the cold and damp on leaders too, as they are overseeing the safety of others. Make sure that the opportunity to get warm and dry is available. Ensure rest periods are reviewed so that everyone is fit to do what is required of them. * Have lighting in your location and use torches or head torches to carry out your activities safely. |