

RISK ASSESSMENT

This risk assessment has been written by BXM Expeditions for Duke Of Edinburgh's Award Training Days, specifically

Written by: Ben Maxfield Date of RA (revised annually): 23rd January 2025

The risk ratings can be of a high/Medium or Low and must have more than one preventative measure for medium or high-risk ratings.

Please note that although a Senior decision can authorise and make changes, it is all leaders' and teachers' responsibility to report or act on any risks.

Potential Hazard	Who is at risk?	Existing Control Measures	Risk Rating	Preventative Measures	Responsibilities
Gas stove burning or catching a tent on fire	Individuals in the group	Full training to be given on gas stoves prior to participants using them. First Aid staff and kits available.	Low	Clarity of understanding checks, supervision during training exercises. A visual assessment during training, Training to be given to participants on burns. Use long reach lighters	The group to behave and act properly and carefully, First Aid kits to be carried. Leaders to do visual and verbal checks

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Illness or injury	Individuals in the group	Leaders to have copies of the Emergency evacuation procedures. There will be extra staff within 1 hour drive on Saturday, 90 minutes on the final day. Parents of the individual will be called if someone needs to go home. Areas checked by BXM for hazards Leaders/instructors to directly supervise the training weekends.	Med	Participants to be taught how to know when food is fully cooked. Leaders to be vigilant for any changes in the terrain when walking or general surroundings. Training framework has been followed. BXM Expeditions contacts parents of any students who may have medical issues or if fitness levels have been highlighted as a potential concern by the school in order not to put participants in a position where they could become exhausted. BXM actively stays on the side of caution here.	BXM Management to pass procedures to Leaders Leaders to make themselves aware of the procedures. Leaders to be vigilant throughout Participants to take care. Closest hospital highlighted on all briefs
Trips, Slips and falls	Staff & Students	Configuration of tables and chairs monitored by trained and qualified staff.	Low	Ensure that all gangways are clear. Pupils to be instructed not to run in the classrooms.	Students to behave responsibly. Staff and instructors to

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		Trained staff are present with students at all times.		There should be no trailing wires.	remove any trip hazards.
Lack of fire evacuation knowledge resulting in entrapment during fire	Staff & Students	EAP procedure in place. Students instructed on evacuation procedure. Corridors, fire doors kept clear and checked daily by cleaning/caretaking staff	Low	Have clarification of understanding from staff and students on evacuation procedure.	Staff to pass on procedures to instructors. Instructors to make themselves aware of the procedures.
Computers and similar equipment	Students	Students should already be aware of internet safety.	Low	Staff to monitor student usage while in the room.	Staff to ensure pupils are using the internet in a safe way. Students to understand internet safety.
Member of Staff shows Coronavirus Symptoms or Has Coronavirus	All	If a leader begins to show symptoms of coronavirus during the training day. They will be isolated and return home.	Medium	Leaders are not to attend the event if they have shown symptoms of coronavirus less than 14 days before the training day date	BXM Management to pass procedures and Risk Assessments to Leaders. Leaders to make

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		If a positive test is returned students and teachers will be contacted to advise.			themselves aware of the procedures.
Participant shows Coronavirus Symptoms or Has Coronavirus	All	If a participant begins to show symptoms of the coronavirus during the day they will be isolated sensitively, to ensure their mental health is protected, where their condition is monitored until their parents are able to collect them. If a positive test is returned students and teachers will be contacted to advise.	Medium	Participants are not to attend the day if they have shown symptoms of coronavirus less than 14 days before the expedition start date	BXM Management to pass procedures and Risk Assessments to Leaders /school staff. Leaders and school staff to make participants aware of procedures.
Contaminated equipment / Surfaces	All	Surfaces are cleaned frequently between lessons to ensure high contact surfaces are made safe. Participants and instructors	Medium	All kit returned back to the warehouse after a training day is to be Isolated for 72 hours before being checked ready for the next event where it shall then be	Leaders and BXM Management

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		are to use hand sanitiser / wash hands frequently.		isolated prior to returning to expedition service.	
Interpersonal Contact	All	Participants are placed in year group bubbles and are expected to treat the day as a normal school day in terms of these bubbles and their interaction with leaders. Leaders are to remain socially distant from participants throughout the day.	Medium	Participants and leaders are to wear face coverings in corridors and when mixing with other students / adults outside of the classroom.	All staff and participants to ensure they are sensible. Leaders and students to make sure walking groups do not mix.
Inability to social distance while in a classroom	All	Instructors to remain at the front of the classroom at all times to ensure they are a social distance from the participants at all times. If a participant needs assistance with a task this should be done from a safe distance.	Low	All participants will be reminded of social distancing measures. Where participants show lack of respect for these guidelines they will be asked to be collected by their parents to protect the safety of others.	All staff and participants to ensure they are sensible. BXM staff to monitor the behaviour of participants throughout. BXM management to ensure

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					agreements are in place with participating schools prior to activities commencing.
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