

This assessment sheet is NOT generic i.e. it needs to be completed for every time this activity takes place as the participants and circumstance will be different each time.

Risk Assessment Form: Cooking Fires

(Refer to Notes for Guidance before completing this form)

Section [Beaver, Cub, Scout, Explorers etc]	<i>Cubs [supervised at all times], Scouts, Explorer Scouts</i>
Title of Activity:	<i>Cooking fires</i>
Location(s) of Activity:	
Duration (incl. dates From / To)	

Brief Description of Activity:

Cooking over open fires or altar fires

Hazard Identification: Identify all the hazards; evaluate the risks (low / medium / high) and describe all necessary control measures.

Hazard (s)	Risk L / M / H	Control Measures
Physical Hazards (e.g. extreme weather conditions)	H	<p><i>Open fires for cooking should only be used by experienced older Scouts and Explorer Scouts.</i></p> <p><i>If unsupervised then sufficient training should be given by Leaders prior to activity. The onus will be on the Leader of the group to ensure training is sufficient.</i></p> <p><i>Open Fires should only be used in designated areas.</i></p> <p><i>Filled water containers must be available within easy reach of the fire[s].</i></p> <p><i>A limit must be applied to the quantity of fuel put on the fire.</i></p> <p><i>Firewood must be stored away from the area.</i></p> <p><i>The area around the fire must be clear and free from obstructions.</i></p> <p><i>First aid facilities must be available.</i></p> <p><i>The fire will not be positioned so as to cause damage to surrounding trees, shrubs or grass.</i></p> <p><i>The fire will be positioned so that smoke and embers will not cause a hazard to tents, equipment and other campers.</i></p> <p><i>The Duty Warden will curtail the activity if he/she deems that the activity is hazardous or that the behaviour of the participants is causing concern.</i></p> <p><i>No materials other than wood will be placed on the fire</i></p> <p><i>Matches and fire lighters will be kept in a container away from the fire.</i></p> <p><i>Participants will not wear flammable clothing.</i></p> <p><i>No flammable liquids will be used on the fire.</i></p> <p><i>After use the fire will be damped down and the embers disposed of.</i></p>

		<p><i>Fires will not be left unattended. Correct cooking equipment must be used together with suitable handling equipment e.g. oven gloves and similar. If a number of cooking fires are to be used in the same area [e.g. at the Campfire Circle] then sufficient space must be allowed around each one. The area should be clear of obstructions. Care must be taken with wind direction to avoid problems with smoke in the eyes and flying embers. Access to and from the Campfire Circle will be via the seating area. The Duty Warden should be instructed to turn the water tap on. With 'multiple' fires there must be a high participant/leader ratio.</i></p>
Biological Hazards (e.g. poisonous plants, venomous / aggressive animals, soil or water micro organisms, insects)	L	<p><i>Minimal risk. Only timber will be used as fuel - no laminated timbers or 'plastics'</i></p>
Chemical Hazards (e.g. pesticides, dusts, contaminated soils, chemicals on site)	L	<p><i>As above</i></p>
Man-made hazards (e.g. equipment, vehicles etc)	L	<p><i>Altar fires will be checked prior to use.</i></p>
Personal Safety (e.g. lone working, attack on person or property, first aid etc)	L	<p><i>Use of fires will only be allowed for participants working as part of a patrol Unless under direct supervision of an adult leader.</i></p>
Environmental impact (e.g. refuse, pollution, disturbance of eco-systems)	M	<p><i>Open fires will only be allowed in designated areas - normally in a 'firepit'. If permission is granted for a fire elsewhere then the turf will be cut, stacked and watered regularly and replaced neatly after use, Ash will be deposited in areas as directed by the Duty Warden. Under no circumstances will 'green' timber be cut for fuel.</i></p>
Other hazards Please specify.		

**Continue on separate sheet if necessary*

Emergency Procedures: Specify arrangements for first aid, special emergency procedures, survival aids, communication, etc.

Participants will be proficient in basic first aid with the emphasis on burns and scalds. In supervised conditions the adult leader[s] must have sufficient first aid skills. A mobile phone should be available to summon emergency aid if needed.

Additional Information: Identify any additional information relevant to the activity, including supervision, training requirements, information, specialist equipment or clothing, inoculations, etc.

*Participants must have had sufficient training in cooking, lighting and tending fires from their unit leader[s] and the leader must be satisfied that they have sufficient competence to work unsupervised.
 Participants should have had sufficient training to cope with first aid requirements and know what to do in emergencies
 Flammable clothing MUST NOT BE WORN in the area of the fire*

Contact Information: Include details of both the participants designated contact and on-site contact.

Home contact	Name:	Tel. Contact:
<i>As per Parental Consent forms</i>		
On-site	Name:	Tel. Contact:

Has necessary training and information been given?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Is there adequate provision for those with health problems or disabilities?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Are there adequate First Aiders available?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Are there sufficient Leaders with appropriate and current Qualification[s] for the activity involved?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Is there a designated Leader in charge?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Are there suitable travel arrangements and licensed drivers?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Is adequate insurance cover in place?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Have all young persons submitted parental consent forms and adults supplied next of kin information?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Will route notification schedules be provided to base Leaders?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Are there sufficient qualified Leaders to undertake the activity [Leader/young person ratio]?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Is all equipment used in compliance with current regulations/specifications?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Is all equipment checked, maintained and stored correctly?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Will the activity be carried out in compliance with current POR and/or guidelines/rules of any relevant National body?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>

Assessment carried out by:

Name:		Date:	
Signature:		Review Date:	
Title (e.g. Group Leader, G.S.L., D.C. etc)			