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| **Name of activity, event, and location** | **Garners Field District Family camp – approach road, campsite and car parking area** | **Date of risk assessment** | **April 2022** | **Name of who undertook this risk assessment** | **A Vinnicombe** |
| **Date of next review** | **April 2023** |

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| **What hazard have you identified?**  **What are the risks from it?** | **Who is at risk?** | **How are the risks already controlled?**  **What extra controls are needed?** | **What has changed that needs to be thought about and controlled?** |
| Insufficent volunteers | All | Team lead to ensure all volunteers are recruited and if any can not make it the Leader in Charge must be informed. |  |
| Delivery of toilets, inflatables, cave and other contractors | All onsite | Ensure all site are aware when delivery/collection  Escort vehicle on site and ensure correct placement  All moving vehicles to put hazard warnings |  |
| Arrival of campers on site | All onsite | * Ensure site is set out clearly showing route and direction for campers to follow * Ensure sufficient volunteers to ensure safe process in place * Control speed of vehicles by placing volunteers in approach lane wearing hi-visiblity jackets and in possession of radios to contact base. * Place warning signs on site to remind drivers of speed limits * Operate one way traffic system around the site * Segregatre traffic lane from camping area using tape and road pins during set up period * All volunteers to wear hi-vis jackets * Lane from site to adjacent car park to be controlled by at least 2 volunteers. * Provide pedestrian access from car park area avoiding the access lane and clearly signed * Close site to vehicles from 7pm Friday to 2pm Sunday. |  |
| Removing car from camping area to car park field via access lane | All | * Ensure road is monitored and controleed by at least 2 volunteers * Extra volunteer at exit point from Heron Wey * Ensure padestrians do not use access road * Clearly marked roadways and parking areas |  |
| Vehicles leaving and arriving in car park (including day visitors) | All | • Erect moveable barrier or ocnes to restrict vehciles access to camping area   * Restrict access down lane past the car park to diabled or VIP guests * Ensure adequate volunteers to control traffic |  |
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