

Risk Assessment – Buggy Build

Baseline	X	Site Specific		Vulnerable Person		Temporary		Version	2020.1.0	Date of issue:	20/01/2020
----------	--------------	---------------	--	-------------------	--	-----------	--	---------	----------	----------------	------------

Produced by:	Leigh Phillips	Reviewed by:	Leigh Phillips	Authorised by:	Steve Anderson	Date of next review:	20/01/2021
--------------	----------------	--------------	----------------	----------------	----------------	----------------------	------------

Operating notes:

- Buggy building is an activity where participants will design, plan and build a buggy using barrels, poles, scaffold planks and rope. The buggy will be ridden upon, while other participants pull and steer, to perform tasks and challenges set by the Activity Leader.
- Supervision ratio is 1 Activity Leader, plus 1 additional supervising adult to 15 participants.
- Activity Leader to be trained to in-house syllabus. Refresher training as directed by session observations.
- No special requirements for Chief Instructor. Technical Advice from Group Activities Manager.
- Equipment and facility to be inspected as per the Equipment management standards

Risk – Benefit Statement: There is a low risk of manual handling injury / entrapment, but high levels of participation in a new activity involving the learning new skills and improving problem solving capabilities making the risk tolerable.

Hazard Description and activities giving rise to risk	Who may be harmed	Control Measures	Risk Rating
Manual handling injury from lifting and carrying equipment.	Participants / Activity Leader	<ul style="list-style-type: none"> • Brief and monitor correct manual handling techniques to the group. • “If it’s bigger than you, it takes two” approach to be taken when lifting or moving objects. • Participants to be made aware of who is around them and what possible hazards to look for before carrying or placing equipment commences. • Buggies should be built on the “track” to avoid carrying of completed structures. • Storage of buggy building equipment should be close to the activity location to minimize the amount of manual handling necessary. 	Low
Entrapment / crush injury, sprains or brakes caused by being hit / run over by the buggy.	Participants / Activity Leader / Bystanders	<ul style="list-style-type: none"> • A clearly defined area should be used for maneuvering buggies. • If a loop of rope is used to pull buggies, then participants must stand on the outside of the loop. • Participants briefed to move out of the path of travel of the buggy if moving too fast or losing balance. 	Low
Entrapment, entanglement injuries caused by moving parts of the buggy.	Participants	<ul style="list-style-type: none"> • All excess ropes are to be tied away to reduce chance of trip hazards and entanglement. • Long hair to be tied back and kept away from moving parts. • Loose jewelry to be removed and loose clothing to be tucked away. 	Low

Hazard Description and activities giving rise to risk	Who may be harmed	Control Measures	Risk Rating
Head or facial injury from falling of the buggy	Participants	<ul style="list-style-type: none"> • Participants riding the buggy to hold onto the buggy as it moves. • Participants briefed not to put feet onto the floor at any time whilst on the buggy. • The number of people on the buggy shall be determined by the Activity Leader dependent upon the size, type and stability of buggy constructed plus an even ratio of 'riders' to those pulling the buggy 	Very Low
Injuries arising from buggy falling apart or unsafe construction of buggy.	Participants	<ul style="list-style-type: none"> • Activity Leader to check construction before participants are allowed to move or mount the buggy. • Activity Leader to check the following points: <ul style="list-style-type: none"> ➤ Lashings are tight and secure ➤ Barrels are secure on the poles ➤ Frame does not twist if pushed ➤ Excess ropes tied away and not trailing ➤ "Pulling" rope of suitable length • Activity Leader to guide construction as required. 	Very Low