Gloucestershire Warwickshire Steam Railway Plc
Risk Assessment for Visit of Youth Group to off site locations and activities - OnTrack

Risk Assessment - Visit of Youth Group to off site locations and activities

Reference No: ONT-45782-98
Version No: 1
Assessment Approver: Kevin Jarvis

From time to time the GWSR Youth Group will visit other railways or sites and so assessment of risk is required.

Department: OnTrack
Date Of Assessment: 05 May 2025
Review Due Before: 06 May 2030
Lead Assessor: Richard Scott
Team: Kevin Jarvis

Youth Group visiting other locations

Type	Hazard Cause	Persons Affected	Control Measures	L S T Overall	Additional Control Measures	L S T Overall	Owner/Action
Health and Safety	Injury to youth volunteers or leaders Unaware of unusual surroundings, lack of planning, inattention	Volunteers & Staff	1) CRITICAL - Administrative: All procedures, processes, local rules and instructions must be followed at the location. - Effective 2) CRITICAL - Administrative: Carry out a safety briefing with the youth group before departure - Effective 3) CRITICAL - Administrative: Leaders to be aware of medical issues, limitations or restrictions of youths - Effective 4) CRITICAL - Administrative: Youths to bring any medicines, prescriptions or other specialist support required with them - Effective 5) CRITICAL - Administrative: Consent is received from each parent or guardian for the youth to participate - Effective 6) CRITICAL - Administrative: Leaders to be assigned to youths to be responsible for tracking their whereabouts throughout the visit - Effective 7) CRITICAL - Administrative: Leaders to carry out regular headcounts - Effective 8) CRITICAL - Administrative: Leaders must not allow youths to become separated from the group or leave the party - Effective 9) CRITICAL - Administrative: A designated meeting point should be established for if anyone gets lost or separated from the group - Effective 10) CRITICAL - Administrative: If driving road vehicles, leaders should be suitably insured - Effective 11) CRITICAL - Administrative: Youths to be briefed on their expected conduct - Effective 12) CRITICAL - Administrative: Ensure youths dress appropriately for the activity - Effective 13) CRITICAL - Administrative: Make arrangements in advance of the trip for food and drinks breaks - Effective 14) CRITICAL - Administrative: When using public transport, count all youths on and off the train - Effective 15) CRITICAL - Administrative: Under no circumstances are any youths allowed to put their heads out of moving vehicles - Effective 16) CRITICAL - Administrative: Maintain a ratio of 10:1 for you to leaders as a maximum - Effective 17) CRITICAL - Administrative: Ensure leaders have contact details (mobile phone) for all youths who have them - Effective 18) CRITICAL - Administrative: Leaders to have contact details for parents and guardians - Effective 19) CRITICAL - PPE: Ensure youths where appropriate PPE is required - Effective	1 x 2 = 2 Low - Risk to be monitored to ensure it remains adequately controlled to an acceptable level.	1) Administrative: Ideally at least one leader should be first aid trained. - Effective 2) Administrative: Consider carrying a first aid kit - Effective 3) Administrative: Consider if weather conditions on the day make the visit unpractical or unsafe - Effective	1 x 2 = 2 Low - Risk to be monitored to ensure it remains adequately controlled to an acceptable level.	n/a

Score and Control Measure Notes.
Risk is low as youths should not be carrying out activities with any risk.
Risk remains low.

COSHH Assessments

There are no COSHH assessments associated with this risk assessment.
Ends