

## Risk assessment

Country Name of activity, event, and location	Blair Atholl The Tartan Tent Sewing Craft Activity	Date of risk assessment	11th May 2024	Name of person doing this risk assessment	Beth Wilson
		Date of next review	March 2025		

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?
<p><b>A hazard</b> is something that may cause harm or damage. <b>The risk</b> is the harm that may occur from the hazard.</p>	For example: young people, adult volunteers, visitors	<b>Controls</b> are ways of making the activity safer by removing or reducing the risk from it. For example, you may use a different piece of equipment or you might change the way you do the activity.	<p>Keep <b>checking</b> throughout the activity in case you need to change what you're doing or even <b>stop</b> the activity.</p> <p>This is a great place to add comments which will be used as part of the review.</p>
<b>Trips because of fallen objects/uneven floor/cables</b>	Young people, leaders	<p>Make sure the ground is cleared of any trip hazards that could cause a problem.</p> <p>Tidy up at the end of every session.</p> <p>Set up area on best/most stable area possible.</p> <p>Designate specific stations for sewing machines and glue guns so all cable are together/out of the way.</p>	A first aid kit will be on hand at all times
<b>Cuts, grazes and needles piercing skin</b>	All	<p>Ensure adequate supervision and support for young people learning a new skill.</p> <p>Include a safety briefing and ensure everyone knows how to use scissors/snips/needles safely.</p>	A first aid kit will be on hand at all times
<b>Bumps/Bruises</b>	All	<p>A hammer and leather stamp will be used during this activity.</p> <p>A brief will be given on proper use of the hammer at the beginning of the activity.</p> <p>A designated space will be allocated for using the leather stamp.</p>	<p>All hammering will be carried out on a piece of plywood to save damage to surfaces and outline the designated area for this activity.</p> <p>A first aid kit will be on hand at all times</p>
<b>Burns</b>	All	<p>Brief everyone about the heat from the hot glue gun at the beginning of the activity.</p> <p>All participants will use glue guns at the end of the activity to ensure they are on for the least amount of time.</p> <p>An iron will be used before the activity by leaders to prep fabrics ahead of time.</p> <p>Leaders will be reminded of the heat settings and to ensure the iron is topped up with water during every use. The iron is only to be used on tartan using a tea towel in between the iron and fabric to stop the poly fabric melting and causing harm.</p>	<p>A leader will be delegated to support this element of the activity.</p> <p>A first aid kit will be on hand at all times</p>
<b>Sewing through figners</b>	All	<p>Provide demonstration and safety brief at beginning of session on how to use sewing machines.</p> <p>A leader will be delegated to support this element of the activity.</p> <p>Machines will be set up and maintained by leaders ready to use by participants.</p> <p>Leaders will stand in/support directly where requested/required to ensure the safest possible environment for all participants.</p>	<p>Ensure there is a leader assigned to watching sewing Machines when these are needed throughout the activity</p> <p>A first aid kit will be on hand at all times</p> <p>Pre activity prep to set up and maintain sewing machines.</p>

You can find more information in the [Safety checklist for leaders](#) and at [scouts.org.uk/safety](https://scouts.org.uk/safety)

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EXAMPLE

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