

Haslemere U3A – New 5 Mile Rambling Group – Risk Assessment



Use this risk assessment to help you understand the risks and any steps you need to take to stay safe before leading a group walk. Please complete an assessment for every walk you lead and keep them somewhere safe for one year after the date of the walk.

Group	New 5 Mile Ramblers	Date and Place of walk	DD/MM/YY
Walk Leaders		Date of risk assessment	DD/MM/YY
		Date of recce	DD/MM/YY

Possible hazards	Who might be harmed and how?	Ways to control the risk (and when to do it)	Action taken?
Bad weather (including extreme temperatures)	Walkers – risk of illness and injury, risk of the group being stranded	Check the weather forecast and, in consultation with group organiser, postpone or cancel if necessary. Advise walkers in Walk Notice to wear suitable clothing and footwear for the conditions.	
		Make a note of 'escape routes' on the recce.	
Busy roads	Walkers – risk of vehicle collisions	Avoid routes along busy roads if possible. Check for suitable crossing places of busy roads on the recce. Agree with back marker procedure for crossing road.	
Slippery or muddy sections.	Walkers – risk of trips/slips	Check for muddy/slippery/marshy sections on the recce and adapt the route if necessary. Advise walkers to bring suitable footwear for the conditions. (include in the Walk Notice email)	
Livestock	Walkers – risk of injury	Cross fields with livestock calmly and quietly, keeping the group together. Be prepared to divert around livestock if necessary.	
	Risk of property damage if livestock escape	Follow the Countryside Code. Leave gates and property as you find them.	
Cliffs or sheer drops	Walkers – risk of falls	On the recce check paths are suitable for a group to use safely and make changes if necessary. During the walk, follow any local warnings or signs, and advise walkers to keep away from the edge.	
MOD training areas	Walkers - unexploded ordnance	Check there is public access on the planned day of your walk. Before entering, warn walkers not to approach, touch, or pick up any objects lying on the ground.	
Coastal routes eg Chidham	Walkers – from incoming tides	Check tide tables and if necessary adjust start time or reschedule walk.	

	Additional actions	Action taken?
Stiles	Make a note of the number of stiles and their condition to include in Walk Notice	
Climbs and descents	Assess steepness/difficulty and prepare description for Walk Notice	
Points of interest	Are there any points of interest on the walk eg interesting churches, buildings associated with famous people, historical events, unusual crops, trees or plants?	
The pub	Agree lunch arrangements with pub. If pre-ordering, from website or menu? If the latter, obtain copy. Order required by what date? Maximum number? Will pub be open before start?	
The car park	Assess capacity of car park and any nearby parking areas. If necessary, include advice to car share in Walk Notice.	
After the walk	Provide Group Organiser with list of attendees for the Attendance Register	

The risk assessment form is a tool to help you plan and lead your u3a group walk safely. You must do a risk assessment for each walk you lead. Use the form to assess whether your walk is safe to go ahead. It's important to carry out a risk assessment before the walk takes place. You should start filling it out when planning your walk and update it with any extra hazards that you notice on your recce.

Suggestions are included of ways to control the risks but you do not need to tick every box. The important thing is to identify the potential hazards on your walk and note the actions you will take to reduce the risk.

Think about the different types of hazards and risks. We've included some common examples, but think carefully about your own walk in case anything needs adding. Next, consider the steps you can take to minimise the risk. Remember that this may sometimes mean changing your original plan. For example:

- I will recce the route again to check whether the paths are flooded, and plan an alternative if necessary
- I will check the local tide times and adjust the walk start time
- I will read the local warning signs on my recce and advise walkers about the risks in my welcome briefing

If you're not sure what to do to reduce the risk, check with the Group Organiser.

Those items that need to be included in the Walk Notice should be emailed to the Group Organiser about 14 days before the walk.