

RISK MANAGEMENT SUMMARY



The following is our risk management summary. The purpose of this summary is to satisfy clients that our risk analysis and management schemes are adequately robust. We emphasise that full risk assessments should be carried out by group leaders / teachers themselves when organising trips to visit us. We recommend site pre-visits and groups can naturally inspect any of our documentation on site as part of their assessment.

PROVIDER/CENTRE DETAILS

How Stean Gorge LLP – Lofthouse, Harrogate, HG3 5SF
T: 01423 755666 E: info@howstean.co.uk W: www.howstean.co.uk

ADVENTURE ACTIVITIES LICENCE DETAILS

Reference No:R1996
Licence No: L12456
Issue Date: 12 Sep 2017
Expiry Date: 12 Sep 2019

Activities covered by the licence:

Rock Climbing	Single Pitch Venues & Via Ferrata at How Stean
Canoeing & Kayaking	Inland waters up to grade 2
Caving	
Hill Walking & Mountaineering	Local Area, Summer Conditions
Abseiling	Single Pitch Venues & How Stean
Gorge Scrambling	How Stean Gorge Only
Improvised Raft Building	Sheltered inland waters
Orienteering	

ENFORCING AUTHORITY FOR HEALTH & SAFETY ISSUES

Harrogate Borough Council – Department of Community Services

STAFF COMPETENCE AND QUALIFICATIONS

Staff are recruited with a high level of competency whatever their role i.e. the right mixture of qualifications and experience. On-going staff training is an essential part of our operation. Activity staff will either hold relevant National Governing Body (NGB) qualification or a statement of competence signed by an appropriately experienced and qualified person consistent with the requirements of the Licensing Regulations. Copies and training records will be available for inspection on site.

CHILD PROTECTION

Our policy is consistent with current good practice in this area and meets current statutory requirements – statement and policy available on request.

SUPERVISION

Overall supervision of a group by their own Organiser/staff is required whilst on site at all times. How Stean staff will be on call at night for emergencies and the Cafe is open during the day for enquiries/help. During activity sessions, How Stean staff will ensure safety. During instruction we request one leader is present for pastoral/behavioural supervision of the group participating.

RISK ASSESSMENTS

Our risk assessments are inspected as part of our Adventure Activities Licence. Risk assessments are available for inspection online or at our site, we do not send out copies.

HEALTH & SAFETY POLICY STATEMENT (REVIEWED ANNUALLY OR SOONER IF CHANGES OCCUR):

Our statement of general policy is to:

- provide adequate control of the health and safety risks arising from our work activities;
- consult with our employees on matters affecting their health and safety;
- provide and maintain safe plant and equipment;
- ensure safe handling and use of substances;
- provide information, instruction and supervision for employees;
- ensure all employees are competent to do their tasks, and to give them adequate training;
- prevent accidents and cases of work-related ill health;
- maintain safe and healthy working conditions;
- check, review and revise this policy as necessary at regular intervals.

INSURANCE

Insurance company: Activities Industry Mutual

Policy No: B601627538G13

Dates of Cover: Renewed annually, next renewal due 22 July 2019

Amount of cover:

Employer's liability £10m

Products & Public liability £5m

We do not provide personal accident/possessions/cancellation cover, we advise all groups to consider if this is required and source for themselves.

FIRE PROTECTION

Fire certificate not needed under current legislation. We do adhere to Fire Precautions (Workplace)

Regulations 1999 and the Fire Safety Reform Order (2006), whereby we assess our entire site for fire risks

TRANSPORT

How Stean Gorge have available for hire a 16 seat minibus for which we hold a public service vehicle operator's license. All centre staff drivers hold the relevant minibus driving qualification. If additional transport is required, it is hired in from local suppliers who also adhere to all current legislation regarding vehicle safety and maintenance

EQUIPMENT AND ACTIVITY VENUES

All general equipment provided (inc. for activities) and venues are inspected by competent staff and by outside bodies e.g. AALA or NGB if relevant. Records of equipment checks will be available for inspection on site. These checks take place periodically throughout the year, and are also accompanied by daily checks.

SECURITY ARRANGEMENTS

Our security arrangements on site are:

Staff available 24hours a day when guests on site via cafe or on-call arrangements. Welcome talks and/or information packs given in advance Inc. emergency contact points and lists. Regular staff training on all aspects of Health and Safety Inc. security, child protection..