

UCET Work Method Statement or Standing Operating Procedure

For other instructions relevant to this activity, please refer to:

- ED 1 RAMS Activities Outdoors with Children
- ED 2 RAMS Activities using tools
- ED 6 RAMS Activities Indoors with Children
- ED 13 RAMS Natural Resources

1. The Activity

Activity being carried out: Construction activities with children

How is the activity completed?

Children are able to take part in construction activities linked to history, science, technology, engineering and mechanics. They test their construction. These activities are supervised by an Ufton leader

What equipment is used?

Pulleys, wheels, ropes, harnesses, karabiners, materials to make construction framework, tarpaulins, hazel rods, wood (natural and finished), water guns, see also tools listed in 'Activities using tools'

What locations are approved for the activity?

All areas on site but mostly outdoors

What are we expecting the accompanying staff to do?

Take notice of safety instruction with regards to use of equipment and behaviour. Follow instructions

Administer first response first aid to any of their children who injure themselves (Ufton staff are available to support and help if requested following the first response.)

Which parts of the activity are the accompanying staff prohibited from doing?

Using any equipment unsupervised by an Ufton leader

What significant hazards have you identified in the activity?

- Falls from height, equipment and impact injury
- Construction breakage or failure leading to injury
- Slips and trips
- Injuries from using tools

Are there any other issues that may affect the activity which you need to include in the control measures?

Other groups on site

What control measures do you have already in place?

- Children shown how to use equipment and tools and supervised by a competent member of Ufton staff
- Tools and equipment are checked regularly and before use
- Any working at height or lifting of a person above the ground is supervised by a competent member of Ufton Staff who holds qualifications and endorsements.
- Any participant who is belaying will be shown how to do this and then supervised

Reviewed annually unless procedure needs to change. Next Review due: Jan 2020

Document owner – Neil Gauld

- Any participant being lifted off the ground will wear the appropriate helmet
- All PPE is checked every 6 months by an external inspection, monthly and before and after use, deficient PPE will be quarantined
- Construction will be inspected and thoroughly examined and deemed safe by a competent leader before participants can test their construction
- Participants to stand clear of construction until it has been inspected
- Check area to be used for slip and trip hazards
- Check weather forecast and consider changing location or activity is necessary
- Teaching team to count out/in the number of long screws and butterfly nuts they use

2. Hazards if exposed during the activity

3. PPE to be issued and worn

Climbing helmets

4. Risk Controls Applied

Hazard	Likelihood	Injury Outcome	Business Risk	Environmental impact	Overall risk and additional comments
Possibility of intruder	2	5	5	1	50 Critical Incident plan is put into action
Lost child	1	5	4	1	20 Critical Incident plan is put into action
Child absconds	1	5	4	1	20 Critical Incident plan is put into action
Cuts, grazes and splinters	5	2	1	1	10
Allergic reactions	2	5	5	1	50 See Ed 5 RAMs – activities in woodland See Ed 13 RAMs – natural resources Collect medical information to avoid materials which cause anaphylaxis. Make sure epi-pens are carried where allergies are known Hazard Forms
Falls from height, equipment and impact injury	3	3	1	1	9
Accidental injury from construction failure	3	3	1	1	9
Accidental injury from using tools	4	3	1	1	12

Key

Likelihood	Injury Outcome	Business Risk	Environmental Impact
1 Remote – no historical occurrences here but has happened elsewhere	1 No treatment	1 No impact	1 No impact
2 Unlikely – Occurs here but extremely rare (not in last year)	2 On site first aid administered	2 Minor impact	2 Minor Impact
3 Possible – has occurred in the last year	3 Treatment by external medical professional and same day discharge	3 Moderate short term impact	3 Moderate short term impact
4 Foreseeable – occurs occasionally (once per term)	4 Admission to hospital	4 Serious medium term impact	4 Serious medium term impact
5 Regular – occurs regularly (weekly)	5 Death or life changing injury	5 Very serious long term impact	5 very serious long term impact
Multiply Likelihood x Injury Outcome x Business Risk x Environmental Impact. Any score above 25 must result in control measures being applied in the additional comments column			