



## Campfire Risk Assessment – Hertfordshire Guide Centre

**Description:** The campfire circle is situated to the left of the Guide Centre. The campfire pit is surrounded by paving slabs and improvised log seating. The wood pile is found to the left of the campfire circle, behind the trellis.

**Intended outcomes:** Enjoyment, community, performing, and fun.

**Leaders are responsible for reviewing and amending the risk assessment with considerations for their unit.** It is recommended that this be completed during a site visit and subsequently shared with the leadership Team. The campfire activity should be listed on the Information and Consent Forms.

Hazards <i>What could cause harm or damage?</i>	Who or what is at risk of being affected and how?	What are you already doing? <i>How have you reduced the risk already?</i>	Likelihood of Risk Occurring (L / M / H)	Severity of Risk (L / M / H)	Are further controls necessary? <i>What else needs to happen to reduce the risk to an acceptable level?</i>	Action by: name & date
			After control measures			
<b>Slips, trips and falls</b>	Participants	<ul style="list-style-type: none"> <li>Leaders to check the ground during daylight hours.</li> <li>Clear route to be made from wood pile to campfire.</li> <li>All participants to bring torches.</li> <li>Outdoor building lights to be turned on while the group are moving.</li> </ul>	L	L	<ul style="list-style-type: none"> <li>First Aider and 1<sup>st</sup> Aid Kit available.</li> <li>Leader to have mobile phone in case of emergency.</li> <li>Leaders to be aware of evacuation procedure if required.</li> </ul>	Leaders Participants
<b>Rough wood and timber</b>	Participants <ul style="list-style-type: none"> <li>Risk of splinters or blisters from handling</li> <li>Injuries to hands from nails or staples</li> <li>Injuries to feet from standing on wood</li> </ul>	<ul style="list-style-type: none"> <li>Consider appointing a fire leader.</li> <li>Take care when handling, cutting or snapping wood.</li> <li>Have appropriate gloves available.</li> <li>Participants should wear strong gloves where possible.</li> <li>Avoid standing on the wood pile.</li> </ul>	L	L	<ul style="list-style-type: none"> <li>Fire to be set during daylight hours to ensure that ground is safe and clear of wildlife.</li> </ul>	Leaders

Axe/saw	Leaders and participants	<ul style="list-style-type: none"> <li>• Competent adult to be responsible for cutting/splitting of wood.</li> <li>• Young people to receive training before using cutting equipment.</li> <li>• Create a safe cutting area.</li> <li>• Pre-cut a supply of wood.</li> <li>• Only cut wood in well-lit conditions.</li> <li>• Wear appropriate, close-toed footwear.</li> </ul>	L	L	<ul style="list-style-type: none"> <li>• First aid kit to be in the cutting area.</li> </ul>	Leaders
Heat sources	Leaders and participants <ul style="list-style-type: none"> <li>• Burns</li> </ul>	<ul style="list-style-type: none"> <li>• Build the fire in the pit area of the campfire circle.</li> <li>• Do not add rubbish or accelerants to the fire.</li> <li>• Only use kindling or fire lighters to start the fire – not accelerants or mixtures that will escalate the fire.</li> <li>• Avoid wearing loose clothing.</li> <li>• Tie back long hair.</li> <li>• Neckerchiefs should not be worn if close to the fire.</li> <li>• Cold water to be available in a fire bucket.</li> <li>• Wear fire gloves when adding wood to the fire.</li> </ul>	L	L	<ul style="list-style-type: none"> <li>• Identify the closest source of running water.</li> <li>• First aid kit to be close by.</li> <li>• Leader to have mobile phone for emergencies.</li> <li>• An evacuation/muster point to be agreed beforehand.</li> </ul>	Leaders
Control of Fire	Leaders and participants	<ul style="list-style-type: none"> <li>• Leader to be responsible for managing the fire (suitable gloves &amp; footwear, non-flammable, clothing, hair tied back)</li> <li>• Woodpile stored away from fire with clear access to fire</li> <li>• Firelighters, matches etc. to be stored in fire proof box</li> <li>• Water available in case fire gets out of control</li> <li>• Fire is never left unattended</li> <li>• Ensure fire is fully extinguished before leaving the area</li> </ul>	L	M	<ul style="list-style-type: none"> <li>• No petrol or flammable liquids are allowed for fire-lighting</li> <li>• Leader to have mobile phone for emergencies.</li> <li>• An evacuation/muster point to be agreed beforehand.</li> </ul>	Leader

Extreme Weather	Leaders and participants <ul style="list-style-type: none"> <li>• High wind – quick spread of embers/fire</li> <li>• Long periods of dry weather – quick spread of fire from sparks or embers.</li> </ul>	<ul style="list-style-type: none"> <li>• Check the weather forecast before hosting the campfire.</li> <li>• Ensure there are no tents/shelters within 5 metres of the campfire.</li> <li>• Have water available in fire buckets.</li> <li>• Dampen nearby dry ground before lighting the fire.</li> <li>• Consider local guidance regarding fires/BBQs in extreme weather.</li> </ul>	L	L	<ul style="list-style-type: none"> <li>• Identify the closest source of running water.</li> <li>• First aid kit to be close by.</li> <li>• Leader to have mobile phone for emergencies.</li> <li>• An evacuation/muster point to be agreed beforehand.</li> <li>• Dynamically risk assess for low hanging branches near the campfire circle.</li> </ul>	Leaders
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