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Bushy Wood
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Centre
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Operated by Eastbourne District Scout Council. Registered Charity Number : 305846

CLIMBING FACILITY **ACTIVITY PACK**

Thank-you for booking the climbing facility, please read this guidance carefully, safety is of course paramount, by placing the booking **YOU** have accepted responsibility for the safe use of the facility and associated equipment.

Any consequences of a breach of the enclosed guidance and risk assessed procedures will not be the responsibility of Bushy Wood Scout Camp & Activity Centre.

This activity pack contains;

- TRAVERSE WALL - LEADER GUIDANCE
- TRAVERSE WALL - RISK ASSESSMENT

- CLIMBING TOWER - LEADER GUIDANCE
- CLIMBING TOWER - RISK ASSESSMENT

Please bear in mind YOU are responsible for the safe retrieval of the equipment from the store, it's appropriate use, and safe return of the equipment following the activity.

TRAVERSE WALL

LEADER GUIDANCE – PLEASE READ CAREFULLY

WHAT ARE THE BASICS?

- Use of the Traverse Wall does not require a permit holder
- It is suitable for young people of all ages, but particularly 6 to 14 yrs.
- Approved safety helmets are provided
- Supervision is provided by leaders from the hiring group (i.e. self supervised)
- The safety helmets and compound key are located in the Campers Room, which is accessed by the grey door on the end of the Activity Centre closest to The Lodge, the duty warden will advise re access.

WHAT DO WE DO THEN?

- Go to the store, open up and get the helmets and compound key out, **LOCK THE STORE BEHIND YOU** by ensuring the door is fully closed
- Consider the safety instructions below, and brief the young people accordingly
- Check the helmets are in good order, and ensure they are fitted correctly
- Supervise the use of the wall **AT ALL TIMES**
- There are three different coloured routes to be followed, encourage users to traverse on just the one colour at a time
- Once you are finished, secure the compound, and return the equipment to the store

WHAT ARE THE SAFETY INSTRUCTIONS?

- **CHECK** that all holds are secure (i.e. do not spin when pulled), they are routinely checked but leaders must check them **BEFORE** anyone uses the wall. A suitable Allen Key is provided in the store for tightening of any holds if needed.
- If any defect is found with the wall **REPORT IT** and do not use the wall if a serious defect is found.
- An **ADULT** leader **MUST** always be present **AT ALL TIMES** to supervise the wall
- Ensure other site users do not enter the compound
- Only allow a maximum of 8 climbers on the wall at any one time
- Ensure that users of the Traverse Wall **DO NOT** attempt to climb the tower
- Consider some stretching / warm up exercises before using the wall
- Ensure clothing & footwear is suitable, and pockets are emptied
- Monitor users to make sure they traverse safely and sensibly, keeping safety helmets on at all times
- Users should **NOT** climb over the top of the wall at any time
- Monitor weather conditions and abort the session if conditions fall below optimal
- Ensure you leave the compound secure once you have completed your session

BUSHY WOOD : Activity Risk Assessment Form

DATE	ACTIVITY	LOCATION	REVIEW DATE
01/03/2016	TRAVERSE WALL	CLIMBING COMPOUND	01/03/2017

RATING SYSTEM

Likelihood : 1. Low (possibly may occur) 2. Medium (likely to occur) 3. High (certain to occur)
 Severity : 1. Slight (minor first aid injuries) 2. Serious (medical assistance required) 3. Major (fatal or life-changing injuries)

RISK RATING = (SEVERITY x LIKELIHOOD) 1 : LOW 2-4 : MEDIUM 6-9 : HIGH

Hazard	Who might be harmed and how	Likelihood	Severity	Risk rating (severity x likelihood)	Control measures to mitigate risk
Manual handling - moving equipment in and out of store	Activity leaders may suffer strains or other injuries from moving equipment	1	1	LOW	<ul style="list-style-type: none"> • Equipment is stored safely • Equipment is light and easily carried • Access to store limited to leaders only
Slips, trips, falls within climbing compound	Users may fall and sustain injury	1	1	LOW	<ul style="list-style-type: none"> • Compound has level surface • Woodchip surface has good fall rating
Unauthorised use of climbing facility	Trespasser or other site user may enter compound and sustain injury using wall	1	3	MEDIUM	<ul style="list-style-type: none"> • Compound has 6' high fence, locked gates • Key is secure in locked building • Warning signs on perimeter fence • CCTV camera provides 24 hr coverage • Leaders monitor access when in compound
Injury whilst using traverse wall due to user error / misuse	User, by falling from the wall, or other wall user if knocked off	2	2	MEDIUM	<ul style="list-style-type: none"> • Leader guidance provided • Leaders supervising at all times • Approved safety helmets provided • Maximum number on wall (8) • Approved safety flooring in place

Hazard	Who might be harmed and how	Likelihood	Severity	Risk rating (severity x likelihood)	Control measures to mitigate risk
Injury whilst using traverse wall due to mechanical failure	User, by falling from the wall, or other wall user if knocked off	1	2	MEDIUM	<ul style="list-style-type: none"> • Monthly checks carried out on facility • Leader guidance to check wall before use • Tool provided to tighten holds
User physical illness causing accident	User – tiredness or physical illness could cause an accident	1	2	MEDIUM	<ul style="list-style-type: none"> • Leader supervision at all times
User sustains muscle/joint injury	User, due to lack of physical warm up	2	1	MEDIUM	<ul style="list-style-type: none"> • Leader guidance promotes warm-up
Weather; sessions may become dangerous due to adverse weather conditions	All site users	2	3	HIGH	<ul style="list-style-type: none"> • Leader guidance covers the issue

CLIMBING TOWER

LEADER GUIDANCE – PLEASE READ CAREFULLY

WHAT ARE THE BASICS?

- Use of the climbing tower requires a qualified permit holder, without exception
- It is suitable for all ages, adults included
- Harnesses, helmets and other equipment used must be approved & maintained
- Eastbourne District equipment is regularly checked, but must be checked by a qualified permit holder prior to use on each occasion
- The climbing compound key is located in the Campers Room, which is accessed by the grey door on the end of the Activity Centre closest to The Lodge.

WHAT DO WE DO THEN?

- Go to the store, open up and get the compound key out, **LOCK THE STORE BEHIND YOU** by ensuring the door is fully closed
- All methods of instruction and supervision of the use of the tower are the responsibility of the authorised permit holder
- Bushy Wood is not responsible for assessing any risk in relation to climbing techniques and tuition
- Once you are finished, secure the compound, and return the equipment to the store

WHAT ARE THE SAFETY INSTRUCTIONS?

- **CHECK** that all holds are secure (i.e. do not spin when pulled), they are routinely checked but leaders must check them **BEFORE** anyone uses the wall. A suitable Allen Key is provided in the store for tightening of any holds if needed.
- If any defect is found with the wall **REPORT IT** and do not use the wall if a serious defect is found.
- An **ADULT** leader **MUST** always be present **AT ALL TIMES** to supervise the tower and climbing compound
- Ensure other site users do not enter the compound
- **DO NOT** allow unsupervised use of the traverse wall by climbers waiting to use the tower, it **MUST** be subject to separate supervision
- Only allow an absolute maximum of 6 climbers on the tower at any one time (3 is more likely to be the case for normal use)
- Only roped climbing under recognised techniques is permitted on the tower
- Consider some stretching / warm up exercises before using the tower
- Ensure clothing & footwear is suitable, and pockets are emptied
- Monitor users to make sure they climb safely and sensibly
- Users should **NOT** climb over the top of the tower at any time
- Ensure you leave the compound secure once you have completed your session

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DATE	ACTIVITY	LOCATION	REVIEW DATE
01/03/2016	CLIMBING TOWER	CLIMBING COMPOUND	01/03/2017

RATING SYSTEM

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Manual handling - moving equipment in and out of store	Activity leaders may suffer strains or other injuries from moving equipment	1	1	LOW	<ul style="list-style-type: none"> • Equipment is stored safely • Equipment is light and easily carried • Access to store limited to leaders only
Slips, trips, falls within climbing compound	Users may fall and sustain injury	1	1	LOW	<ul style="list-style-type: none"> • Compound has level surface • Woodchip surface has good fall rating
Unauthorised use of climbing facility	Trespasser or other site user may enter compound and sustain injury using tower	1	3	MEDIUM	<ul style="list-style-type: none"> • Compound has 6' high fence, locked gates • Key is secure in locked building • Warning signs on perimeter fence • CCTV camera provides 24 hr coverage • Leaders monitor access when in compound
Injury whilst using tower due to user error / misuse	User, by falling from the tower, or other tower user if knocked off, or those belaying/supervising	3	3	HIGH	<ul style="list-style-type: none"> • Qualified permit holder leading climbing • Leader guidance provided • Leaders supervising at all times • Rope climbing only on the tower • Maximum number on tower (6) • Approved safety flooring in place

Hazard	Who might be harmed and how	Likelihood	Severity	Risk rating (severity x likelihood)	Control measures to mitigate risk
Injury whilst using tower due to mechanical failure	User, by falling from the tower, or other tower user if knocked off, or those belaying/supervising	1	3	MEDIUM	<ul style="list-style-type: none"> • Monthly checks carried out on facility • Leader guidance to check tower before use • Tool provided to tighten holds
Injury whilst using tower due to equipment failure	User, by falling from the tower, or other tower user if knocked off, or those belaying/supervising	1	3	MEDIUM	<ul style="list-style-type: none"> • Leader guidance to check equipment before use • Equipment stored in safe environment
User physical illness causing accident	User, by falling from the tower, or other tower user if knocked off, or those belaying/supervising	1	3	MEDIUM	<ul style="list-style-type: none"> • Leader supervision at all times
User sustains muscle/joint injury	User, due to lack of physical warm up	2	1	MEDIUM	<ul style="list-style-type: none"> • Leader guidance promotes warm-up