

RISK ASSESSMENT SHEET

Trefriw Walking Festival, 2024

DATE OF WALK (highlight the date): Fri 17th May / Sat 18th May / Sun 19th May

WALK TITLE

WALK LEADER CONTACT NO. First Aider? (✓/X)

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At least one First Aider must carry adequate first aid kit and know emergency procedures.

Leaders should be qualified, or sufficiently experienced, to lead their walk. Leaders should ask for support if this is not the case. Leaders need to be able to make dynamic risk assessments during any walk in response to the needs of the group and changing environmental factors.

Please make yourself familiar with the Trefriw Walking Festival Booking Terms & Conditions.

You will be given emergency contact numbers on the day. Be aware that there are some areas with poor or no mobile phone reception.

Note - In giving a 'risk rating' of low/med/high on the form, you are stating the risk of accident when these hazards are encountered. If there is no likelihood whatsoever of encountering it (unlikely), write 'N/A'. The risk should in most cases be 'low'. If you consider it 'high', please don't go there!

(continued overleaf)

| HAZARDS IDENTIFIED | WHO MAY BE HARMED AND HOW | ACTIONS / CONTROL MEASURES / OPERATING SYSTEMS ALREADY IN PLACE | RISK RATING (Enter N/A, 'low', 'medium' or 'high') | Risk ratings can vary according to the age and experience of the group, or the weather conditions on the day. This column is available for any changing circumstances or further notes, if desired. |
|-------------------------|---------------------------|---|---|---|
| 1. Slips, trips & falls | Walkers and Leaders | <p>Note - Most accidents are caused by slips and trips.</p> <ul style="list-style-type: none"> • Leaders should be familiar with, and comfortable in, the terrain of the walk, and be able to assess changing factors and respond appropriately. • Leaders should notify walkers of any known slip hazards as they are encountered (eg. wet rock, wet tree roots, wet grass, stiles). • Walkers are asked to wear appropriate footwear, and Leaders are recommended to 'check' this at the start of the walk. • A brief description of walk terrain is given in the programme. | | |
| 2. Steep drops | Walkers and Leaders | <ul style="list-style-type: none"> • Leader should be familiar with, and comfortable in, the terrain of the walk, and be able to assess changing factors and respond appropriately. • Leaders are expected to 'care' for their groups on steep ground. | | |
| 3. Exhaustion/ fatigue | Walkers and Leaders | <ul style="list-style-type: none"> • Walks are graded • Walkers are asked to bring food and drink, and to inform the Leaders of any health issues. • On walk: Walkers are asked to tell Leaders if they feel unwell. • Leaders are to monitor the group and take regular breaks as appropriate. | | |

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| 4. Generally unwell and medical conditions or allergies | Walkers and Leaders | <ul style="list-style-type: none"> • Medical conditions are asked for when booking. • Leaders should also ask walkers to inform them of any medical conditions at start of the walk. • Leaders should ask walkers to let them know if they are feeling unwell during the walk. | | |
| 5. Separation from group | Walkers and Leaders | <ul style="list-style-type: none"> • Leaders to be provided with a register of walkers. • Leaders should take regular headcounts, e.g. at start, during, and at end of walk. | | |
| 6. Livestock | Walkers and Leaders | <ul style="list-style-type: none"> • Leaders to be aware of the possibility that livestock may be present on route. | | |
| 7. Weather related hazards of hot and/or cold | Walkers and Leaders | <ul style="list-style-type: none"> • Walkers asked to bring sun cream as required. • Walkers asked to bring drink and food, and appropriate warm and waterproof clothing as required. • Leader to monitor group during walk. • Leader to check weather forecast before walk. | | |
| 8. Weather extremes e.g. flooding, wind, poor visibility, heat | Walkers and Leaders | <ul style="list-style-type: none"> • Leader to assess situation on the day and be prepared for all eventualities. • Leader to make sensible decisions about what is appropriate for the group on the day, and to change the route if necessary. | | |
| 9. Crossing or following roads and lanes | Walkers and Leaders | <ul style="list-style-type: none"> • When crossing a road, leader to closely monitor group, keeping group tight. • When following a road or lane without a pavement, leader to advise walkers as appropriate. Leaders are best placed at front and rear so can warn of traffic where applicable. • Depending on circumstances, use of a hi-viz vest may be appropriate. <p><i>(more >>)</i></p> | | |

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| | | <ul style="list-style-type: none"> On a road with carriageways, leader to be aware of best positioning of the group, e.g. mostly walking on right, facing oncoming traffic as applicable, and to monitor length and 'width' of the group. Care should be taken if cattle-grids have to be crossed | | |
| 10. Encountering bikes, etc. | Walkers and Leaders | <ul style="list-style-type: none"> Leader to advise when bikes might be sharing or crossing the path, such as on the Gwydir bike trails. | | |
| 11. River and stream crossing | Walkers and Leaders | <ul style="list-style-type: none"> This should generally be avoided, but the leader can assess the situation on the day. Option of crossing at different points. Leader to assist anyone who is struggling, if appropriate, and for them to do so without putting themselves at risk. | | |
| 12. Stile crossing | Walkers and Leaders | <ul style="list-style-type: none"> Leaders to inform walkers that stiles can be slippery, and for walkers to take care as they are crossing stiles. Leaders to assist if necessary. | | |
| 13. Fire from matches and cigarette butts | Walkers and Leaders | <ul style="list-style-type: none"> All walks are non-smoking ; explain hazard to walkers at start of the walk. | | |
| 14. Mines and Quarries | Walkers and Leaders | <ul style="list-style-type: none"> The area around Trefriw has many disused mines and quarries; most of these are fenced off, but by no means all. Many are worthy of a little exploration, but no-one should venture underground. Be aware of ageing and unstable man-made structures. | | |

I hereby agree that I have read the above Risk Assessment, and that I am responsible for undertaking the actions stated applicable to the Risks.

Walk Leader's name:

Signature (typed is OK):

Date: