

Woodlarks Camp Site Trust – Risk Assessment

1. Department / Location Woodlarks Camp Site, Farnham		2. Activity Area Wheelchair Swing			3. Risk Assessor Lynne Cooper Date of Initial Risk Assessment 05/05/2025 Signature			4. No of Persons at Risk ONE PLUS		5. Assessment Serial No 017	
6. Significant Hazard	7. Risks	8. Current Control Measures	9. Initial			10. Further Action Required. If yes state action. Controls / Procedures / Authorisation Training / Modification to Equipment or Process	11. Revised				
			P	S	RR		P	S	RR		
Wheelchair Swing	<p>Musculoskeletal injury to operators from lifting and pushing.</p> <p>Injury from ramp - to legs and feet- breaks, lacerations, grazes</p> <p>Injury - Hit by swing whilst in motion.</p> <p>Injury - Wheelchair moving whilst in motion.</p> <p>Unauthorised use</p>	<p>Checklist and instructions issued to User. Designated person to be allocated competent to run swing.</p> <p>Ensure the ramp is lifted back up and the safety locks are in place after each use. Sturdy shoes to be worn. Two able people to lift the ramp.</p> <p>Observers to watch outside of the swing area.</p> <p>Pushers to stand well back from the swing once in motion.</p> <p>Only straps supplied by WCST are used for restraining the wheelchair to swing platform. Users will ensure clamps are fitted securely to the chair.</p> <p>Swing is locked and clamps kept in Camp Leaders office when not in use.</p>	2	2	4	<p>Camp Leader to ensure suitable people are allocated to load, unload, and operate swing.</p> <p>Assessment to be made for suitability of users.</p> <p>Designated person to ensure Swing is locked and clamps returned following to Camp Leaders office following use.</p>	1	3	3		
12. Risk Rating		13. Risk Rating									
<p>PROBABILITY</p> <p>1 Most Unlikely 2 Unlikely 3 Likely 4 Most Likely</p> <p>Multiply Probability (P) by Severity (S) to give Risk Rating (RR)</p>		<p>SEVERITY OF INJURY</p> <p>1 Trivial injury/ies 2 Slight injury/ies 3 Serious injury/ies 4 Major injury/ies or death</p>			<p>RATING BANDS</p> <p>1&2 Minimal Risk 3&4 Low Risk 6&8 Medium Risk 9,12,16 High Risk</p>		<p>ACTION REQUIRED</p> <p>Maintain control measures. Review control measures. Improve control measures. Improve controls immediately & consider stopping work.</p>				