

## Risk Assessment – Chase Walk

<b>Name of activity, event, and location</b>	Chase Walk Hike - Across 15 checkpoints located on Cannock chase between Cannock Wood, Walton-on-the-Hill, Penkridge and Rugeley. Walk Control based at Beaudesert Outdoor Activity Centre, WS15 4JJ	<b>Date of risk assessment</b>	3 <sup>rd</sup> February 2025 See last page for revisions.	<b>Name of person doing this risk assessment</b>	Richard Goodyear  See last page for approvals.
		<b>Date of next review</b>	As required but no later than 4 months before next event.		

Risk ID	What could go wrong?	Who is at risk?	What are you going to do about it?	Review & revise
	What hazard have you identified? What are the risks from it?		How are the risks already controlled? What extra controls are needed? How will they be communicated to young people and adults and remain inclusive to all needs?	What has changed that needs to be thought about and controlled?
<b>Example</b>	<b>A hazard</b> is something that may cause harm or damage. <b>The risk</b> is the harm that may occur from the hazard.	For example: young people, adult volunteers, visitors.	<b>Controls</b> are ways of making the activity safer by removing or reducing the risk. For example, you may use a different piece of equipment, or you might change the way you do the activity.	Keep <b>checking</b> throughout the activity in case you need to change what you're doing or even <b>stop</b> the activity. This is a great place to add comments which will be used as part of the review.
<b>R-01</b>	<b>Inexperienced walkers</b> Ability to navigate the route, leading to mistakes.	All Walkers especially Scout Walk	All walkers must be approved by an appropriate Leader or in the case of groups such as Air/Army Cadets etc a senior officer or senior person with walking experience. This approval confirms their suitability to take part in the event.  Each team must always walk together, each team is provided with a GPS tracker providing regular updates as to their location which is monitored by walk control enabling intervention if deemed appropriate.  The Scout Walk is supervised by a number of sweep teams throughout the day across the main area of the walk and can provide support and encouragement.	Rule 3b - Teams must keep together at all times. Retired walkers cannot continue with another team.  Rule 4a - Participants may be disqualified if:- Members of the team do not keep together.
<b>R-02</b>	<b>Insufficiently Equipped Walkers</b> Walkers may not be aware of the equipment required for an extended duration hike.	All Walkers	All walkers are provided with a kit list of equipment they are required to carry for the duration of the event defined by the event organisers and shared in advance of the event via the event website and handbook.  All teams will additionally be required to always carry team kit, where a walker retires, they must pass on team kit to another member of the team.  All walkers must attend a kit check before being allowed to start the walk, any team without the required equipment will not be allowed to commence the walk.  <b>Main Walk Kit list</b>  Each team member must carry or wear the following: <ul style="list-style-type: none"> <li>• Long sleeved base layer</li> <li>• Warm long-sleeved shirt</li> <li>• Long sleeved microfleece or suitable jumper/top</li> </ul>	<b>Main Walk:</b>  Rule 5a – Boots / Footwear designed for prolonged use over rough and wet terrain <b>MUST BE WORN AT ALL TIMES.</b>  Rule 5b - PERSONAL equipment to be worn or carried in a rucksack BY EACH COMPETITOR:  Rule 6 - In addition, each TEAM must carry:  Rule 7 - The above list of equipment will be strictly adhered to at the kit check. If you have any queries, please contact us

You can find more information in the Safety checklist at [scouts.org.uk/safety](https://scouts.org.uk/safety)

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			<ul style="list-style-type: none"> <li>• Full length legwear suitable for outdoor use (NOT denim)</li> <li>• Quality wind and waterproof coat &amp; over trousers</li> <li>• Spare socks</li> <li>• Warm hat</li> <li>• Warm gloves or mittens</li> <li>• Food for consumption on route</li> <li>• Pencil and paper</li> <li>• Watch (or another devise with a clock on it i.e. mobile phone)</li> <li>• Drinking mug</li> <li>• Whistle</li> <li>• Compass</li> <li>• Torch</li> </ul> <p>Each team must collectively carry the following:</p> <ul style="list-style-type: none"> <li>• First Aid kit which should include as a minimum a good supply of plasters, blister treatment, antiseptic wipes, and wound dressings.</li> <li>• Emergency high energy food such as mars bars, Kendal mint cake or any such snacks according to your preference.</li> <li>• Thermos flask with hot drink.</li> <li>• Sleeping bag (suitable for keeping a casualty warm).</li> <li>• 2 sets of OS maps of the route (1:50000 sheets 127 &amp; 128). Total 4 maps. OR 2 of Explorer 244 Cannock Chase &amp; Chasewater (1:25000) Photocopies may be used in addition but are not accepted as a substitute.</li> <li>• All rucksacks must display reflective material visible from the rear - A high level of Hi-visibility and reflective banding (which can be supplemented with red lamps such as bicycle lamps) is to be placed specifically around the rucksack of the team's backmarker. This could be an additional high visibility jacket worn around the rucksack.</li> <li>• Event Handbook</li> </ul> <p><b>Scout Walk Kit list.</b></p> <p>Each team member must carry or wear the following:</p> <ul style="list-style-type: none"> <li>• Warm shirt.</li> <li>• Two long sleeved tops (base layer and a top layer such as micro fleece or warm jumper).</li> </ul>	<p>before the event. TEAMS WILL NOT BE PERMITTED TO START or continue the walk unless the equipment listed in rules 5 and 6 can be produced at the kit check and at spot checks carried out by inspection teams on the course.</p> <p><b>Scout Walk:</b></p> <p>Rule 10 – PERSONAL equipment to be worn or carried in a rucksack BY EACH SCOUT</p> <p>Rule 11. In addition, each TEAM must carry.</p>

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			<ul style="list-style-type: none"> <li>• Full length legwear suitable for outdoor use - NOT denim. Shorts may be worn if preferred but long.</li> <li>• trousers (or zip on trouser legs) must be carried.</li> <li>• Spare socks.</li> <li>• Warm hat.</li> <li>• Warm gloves or mittens.</li> <li>• Good quality wind/waterproof coat and trousers.</li> <li>• Food for consumption on route.</li> <li>• Pencil and paper.</li> <li>• Whistle and Compass; should be of Silva or Suunto type with a roamer and base plate to take and walk on a bearing.</li> <li>• Torch with spare batteries and bulb. Your torch must be of a suitable size to provide sustained light during darkness. LED torches do not require spare bulbs. Wind-up torches are not suitable.</li> <li>• Watch.</li> <li>• Survival bag – 1800mm x 750mm x 125 micron (500 gauge). Foil blankets may be carried in addition to, but not instead of, a survival bag.</li> <li>• Mug.</li> <li>• Hi-visibility waistcoats with reflective banding which must be visible front and rear of each Scout. These must be worn during the hours of darkness, when walking along any roads that do not have a recognised footpath or when instructed to do so by an event marshal.</li> <li>• Completed route card detailing checkpoints, grid reference, estimated distance, estimated times and terrain between checkpoints.</li> </ul> <p>Each team must collectively carry the following:</p> <ul style="list-style-type: none"> <li>• First Aid kit which should include as a minimum a good supply of plasters, blister treatment, antiseptic wipes, and wound dressings.</li> <li>• Emergency high-energy food e.g. Mars bars/Kendal mint cake – enough for the team.</li> <li>• Vacuum (Thermos type) flask with hot drink.</li> <li>• Sleeping bag (to keep a casualty warm).</li> <li>• 2 sets of OS maps of the route; (1:50000 sheets 127 &amp; 128). Total 4 maps. OR 2 of Explorer 244 Cannock Chase &amp; Chasewater (1:25000) Photocopies may be used in addition but are not accepted as a substitute.</li> </ul>	

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			<ul style="list-style-type: none"> <li>Two charged mobile telephones, both of which numbers must be registered with the start officials.</li> </ul>	
R-03	<p><b>Walkers not understanding what is required of them throughout the event.</b> Leading to mistakes, accidents or getting lost.</p>	All Walkers	<p><b>All Walks</b> The full rules for each walk are available on the website well in advance of the event for communication to walkers, this details the order in which they should follow the checkpoints.</p> <p>A suggested route for each walk is visible as part of the GPS tracking provided via the website. GPS tracking is monitored by control, enabling intervention on the course if required by either sweep team, minibus, or safety car.</p> <p><b>Main Walk</b> The walk handbook is available on the website and emailed to all teams in advance. Each team is provided with a walk handbook at registration, this is required to be carried throughout the event.</p> <p><b>Scout Walk</b> At the Scout Walk a competent representative of the Scout Walk team gives a verbal briefing to all participants prior to them setting off on the walk explaining predicted weather conditions and general safety factors.</p>	

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R-04	Walkers getting lost as a team	All Walkers	<p>The 40-mile route contains 15 checkpoints and the Scout route 6 checkpoints, that all walkers are required to pass through in order. Details of each walker are processed at the checkpoints and passed to walk control based at Beaudesert Outdoor Activity Centre where they are monitored by specially designed computer software.</p> <p>A dedicated team of walk controllers monitor the progress of all walkers and alerted when overdue for checkpoints. All teams are issued with a GPS tracking device specific to that team. This is supplementary to all other processes for tracking lost walkers. Every team is required to register mobile phone numbers at check-in.</p> <p>Sweep teams, who have direct communication with walk Control, operate throughout the Scout Walk and during the hours of darkness for the main walk. Minibuses and other officials are available to assist in locating walkers if required and are GPS tracked and in direct radio contact to control.</p> <p>In situations where a team decides the best course of action is to retrace their steps and return to their last known checkpoint. All checkpoints will be required to remain open and able to receive a team to provide them with support until such time as a minibus can arrive to transport that team to Beau.</p>	
R-05	Injuries requiring first aid treatment	Everyone, mainly walkers	<p>All checkpoints are staffed by adult Scouters, each checkpoint will ensure a minimum of 2 people will hold a scout first response or equivalent qualification.</p> <p>Each checkpoint will have a First Aid kit as will each minibus. Each team also carries a First Aid kit.</p> <p>Minibuses are provided to support the event, and all drivers have the location of local hospitals. The option to call 999 exists where required. A staffed First Aid station located at Beaudesert deals with any issues when walkers return to Beau, either by completing the course or returned by minibus.</p>	

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R-06	Walkers unable to complete event, resulting in retirement	All Walkers	<p>A number of walkers will be unable to complete the event – in this case minibuses are provided to transport walkers from checkpoints to either the Scout Finish or Beaudesert Outdoor Activity Centre as required.</p> <p>Retirements are recorded on the event management system by the checkpoint concerned.</p> <p>Each minibus will record the walkers collected from each checkpoint and pass back details via the event management system. On arrival to walk control the walk cards of the walkers collected will be passed to walk control providing confirmation of their return.</p> <p>Where walkers retire at a checkpoint and are collected by their parents or leaders the checkpoint team will retain the walk card and record their collection on the event management system. Details on who collected them will be written on the back of the walk card.</p>	

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R-07	<p><b>Offroad Location Access</b></p> <p>Incidents may occur in locations that are not directly immediately accessible due to the use of public paths away from roads.</p>	All Walkers	<p>The route is planned such that it meets the definition of scouts Terrain Zero, ensuring all walkers are within a 30-minute travel time of a road, often far less. In addition, the chase is crossed by a number of forest tracks controlled by gates.</p> <p>Terrain Zero describes terrain which meets one of criteria (a) or (b):</p> <ol style="list-style-type: none"> <li>is below 500 metres above sea level, AND is within 30 minutes travelling time from a road which can take an ordinary road-going ambulance or a building which is occupied (such as a farm) or another means of summoning help (such as a telephone box) AND has no steep slopes or rocky terrain, where a slip may result in a fall. (Routes or areas where the average person would need to regularly use their hands at least for balance if not for actual progress. This does not stop people from using their hands as an aid to confidence.)</li> <li>terrain which is a road, or path adjacent to a road, on which you would expect to see traffic.</li> </ol> <p>In conjunction with walk control a 4x4 vehicle monitors the route throughout the entire event and carries access keys to both Forestry England and Staffordshire County Council land. This gives a vast area of access should it be required in the event of a genuine emergency. This vehicle is GPS tracked back to walk control and in constant radio/telephone contact. Vehicle access to 'off road' areas of the course is only made in the event of a genuine emergency and where it is deemed safe to do so. Under no circumstances are closed areas to be accessed for convenience. Vehicle access is not permitted to the tow paths at any time.</p>	

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R-08	<p><b>Weather</b></p> <p>Illness, injury, stranded group, sunburn, heatstroke, exposure Hypo/hyperthermia</p>	All, increased risk to walkers	<p>The event will monitor the weather forecast in advance, if inappropriate weather (e.g. Heavy rain/ heatwave) forecast then the Organising Team, will review the route, expected conditions, and decide if it is safe to go ahead.</p> <p>Participants are advised on suitable clothing to wear and carry (including sun protection and waterproofs, water bottles etc) via the kit list provided. Kit check is performed for all walkers to ensure they have appropriate kit before commencing the hike.</p> <p>Regular checkpoints allow for a rest, shelter, refilling of water as required, hot drinks, and an assessment of the team's wellbeing with regards to the conditions.</p> <p>Continued assessment of the changing weather conditions will take place, for example, if it's too hot or wet to continue. Should the event need to be stopped this will initially be done utilising the checkpoints already in place on the event.</p> <p>In extreme conditions, the organisers reserve the right to shorten the route or to abandon the event. Checkpoint marshals and kit-checkers will ensure every hiker has adequate clothing and protection.</p> <p>In checking weather forecast this will include road conditions to consider those driving to the event, and for the event, to try to ensure people only set off if safe.</p> <p>Walk control will review weather warnings before the start of the event at 05:30 on the day of the event for Cannock chase and the surrounding area.</p> <p>If the Met Office issue a YELLOW warning for the area, then the specifics behind that warning will need to be very carefully considered before allowing either event to continue.</p> <p>If there is a Met Office AMBER or RED warning in force for surrounding areas those warnings will need to be very carefully considered before allowing either event to continue.</p> <p>If the Met Office have issued either an AMBER or RED warning for the area of the walks, then the events will not take place.</p>	<p>Weather to be continually assessed through the day by walk control.</p> <p>Reports to be taken from checkpoints as weather can be different in different areas across the chase.</p> <p>Decision to stop sits with walk control.</p>



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R-09	<p><b>Walking in low light / Dark especially near traffic</b></p> <p>Reduced visibility increasing possibility of collision with vehicle.</p>	All Walkers especially main walk walkers	<p>All walkers are required to wear reflective Hi-Viz garments from 18:00 and when walking on / beside a road.</p> <p>Individuals are checked at kit check prior to starting the event to ensure they have such equipment and are monitored by checkpoint staff throughout the event.</p> <p>Walk control broadcasts a message to all checkpoints at 18:00 to remind them all walkers should now be wearing Hi-Viz for the remainder of the event.</p> <p>Torches are also required. Walkers must keep to the recognised paths during the hours of darkness.</p> <p>The Scout Walk is designed to finish before real darkness and avoids roads at the later stages.</p>	Rule 5b - Hi-visibility waistcoats with reflective banding which must be visible front and rear. These must be worn at all times during the hours of darkness and must be worn from 18.00hrs until the completion of the event. They must also be worn at any point on the route where motorists would benefit from seeing the 'hi-viz' (please see the note above about not walking on roadways) or when instructed to do so by an event marshal.
R-10	<p><b>Walkers Unable to continue</b></p> <p>Walkers may be come tired / injured and would be ill advised to continue</p>	All Walkers	The 40-mile route contains 15 checkpoints and the Scout route 6 checkpoints, walkers are monitored by checkpoint staff and other officials on course. Where considered appropriate the organisers reserve the right to withdraw walkers from the course.	Rule 4a - Participants may be disqualified if:- In the opinion of a marshal a walker is unfit to continue.
R-11	<p><b>Checkpoints being unavailable to walkers</b></p> <p>Teams may be lost or injured.</p>	All Walkers	<p>All checkpoints are set up and operational well in advance of the first walkers arriving at that checkpoint.</p> <p>A team may become lost or disorientated between two checkpoints, in situations where a team decides the best course of action is to retrace their steps and return to their last known checkpoint. All checkpoints will be required to remain open and able to receive a team to provide them with support until such time as a minibus can arrive to transport that team to Beaudesert Outdoor Activity Centre.</p> <p>Walk control operates a checklist reconciling both GPS data, and walker data before closing checkpoints.</p> <p>The only exception to the closure of a checkpoint would be when all walkers between two checkpoints are known to be walking with the sweep team, an assessment may be made on the suitability to close a checkpoint early subject to suitable other support such as vehicle access, and/or minibuses to replace a checkpoint.</p>	

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R-12	<p><b>Not Learning Lessons from previous events</b> Leading to repeated issues.</p>	Everyone	<p>A full de-brief is held by the Organising team shortly after the event and all suggestions, issues and observations are considered in preparation for the next year's event.</p> <p>Feedback is ideally requested from all participants, via a participant survey, to understand what they feel worked well, but more importantly areas they feel could be improved, this will be used to feed into the review, where ever possible the event will ensure this feedback is from the young people taking part., allowing Section leaders for Scouts and Explorers walking to provide their own feedback.</p> <p>Request feedback from marshals, via survey, understand what they feel worked well, but more importantly areas they feel could be improved, feed into review.</p> <p>The meeting minutes of the feedback session shall be documented and shared with the Organising Team for the event and considered for the planning of any future event.</p>	Consider lessons learnt document on day of event for recording notes / reminders on the day for discussion at debrief.
R-13	<p><b>Falling in Rivers / Canals</b></p>	Main Walk Walkers	<p>A small section of towpath is followed between Penkridge and the Park Lock Gate – this is undertaken by all teams in daylight hours. A checkpoint is located on the car park of the chandler's shop that can deal with any emergencies that might arise.</p> <p>A further section of tow path is followed between Shugborough Hall and Seven Springs (Little Hayward) – some walkers on the main event will follow this towpath in hours of darkness. Each walker is required to carry a torch with spare batteries. All competitors complete a formal kit check prior to being allowed to start the walk.</p> <p>Checkpoints are located at Shugborough Hall and Seven Springs and can deal with any emergencies that might arise.</p> <p>Every team on the main walk is issued with a separate printed 'guidelines for walking along towpaths' including procedures to follow should someone enter the water. This document also includes information on Weil's Disease.</p>	

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R-14	<b>Roads &amp; Traffic</b> injuries from collisions between vehicles and people.	Walkers and marshals	<p>The route is designed with minimal use of roads without a footpath and avoiding busy main roads.</p> <p>Walkers are required to wear a high viz jacket after 18:00 to ensure they are visible to those around them regardless of terrain being walk on.</p> <p>All rucksacks must display reflective material visible from the rear - A high level of Hi-visibility and reflective banding (which can be supplemented with red lamps such as bicycle lamps) is to be placed specifically around the rucksack of the team's backmarker. This could be an additional visibility jacket worn around the rucksack.</p> <p>Minibus drivers, and their radio operator will be by the nature of their activities operating at the side of a road, all minibus volunteers must wear a minimum of a class 2 high visibility waistcoat at all times when outside of the vehicle to be visible to other road users.</p> <p>Checkpoint volunteers operating on or near a road must wear a minimum of a class 2 high visibility waistcoat to be visible to other road users.</p>	<p>Rule 5b</p> <p>Rule 5b and 6</p> <p>Responsibility of the transport manager to ensure all drivers and radio operators aware of and adhere to this.</p> <p>Responsibility of the checkpoint manager to ensure all checkpoint volunteers are aware of and adhere to this.</p>
R-15	<b>Crossing Railway Lines</b> Crossing of and walking near railway lines.	Walkers – Main Walk Only	<p>No part of the route follows any railway lines. The route crosses the railway twice, first between the start and checkpoint 1, this uses a road bridge crossing.</p> <p>Secondly between checkpoint 13 and 14, the walkers are required to cross the railway line at the approved crossing point located by Marquis's Drive which is by use of the pedestrian footbridge installed. To direct the walkers to that crossing a checkpoint is located immediately past the crossing at Morse Gorse pumping station.</p>	
R-16	<b>Behaviour</b> Inappropriate behaviour leading to accidents or anti-social incidents impacting other users of the countryside.	Walkers (Especially younger Members.) AND General Public	<p>Clear expectations are set as part of the main walk rules and briefed to young people at the start of the scout walk.</p> <p>Participants are made aware that they should respect other users of the public access areas such as footpaths, bridal paths, towpaths etc. They must follow the country code and highway code throughout the duration of the event. Other users are likely to be runners, dog walkers, cyclists, and the general public.</p> <p>Due to the early start of the main walk, participants are reminded to be quiet near the houses near checkpoint 1 through a briefing note provided at check-in.</p>	

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R-17	<p><b>Injury</b></p> <p>Injury to walkers while undertaking the walk through uneven ground, branches, nettles, animals, livestock, ticks and so on. Injury to event volunteers around checkpoints etc.</p>	Anyone	<p>All walkers will be required to wear adequate footwear, as set out in the individual kit list, to reduce the possibility of sprained ankles. All walkers will be required to attend kit check to ensure they have the appropriate footwear.</p> <p>Each team are required to carry a small personal first aid kit in order that each team can provide basic first aid to themselves between checkpoints. This personal first aid kit should consist of a minimum of good supply of plasters, blister treatment, antiseptic wipes, and wound dressings.</p> <p>Walkers are required to take care whilst completing the route to avoid slips, trips, and falls. Some sections may incur added risk such as muddy or wet areas, stones, stiles etc. Care is required if walking in the dark where torches should be used to light up the route ahead. Should anyone be injured because of slips, trips and falls they have an emergency contact number where additional support can be arranged by the walk control to assist them.</p> <p>Each checkpoint will have a minimum of 2 people with a minimum of first response training.</p>	
R-18	<p><b>Trespass</b></p> <p>Walkers and checkpoints being in un-approved locations</p>	Walkers & Checkpoint marshals	<p>The followings agencies are made aware of the event and permissions gained where appropriate:</p> <ul style="list-style-type: none"> <li>• Forestry England</li> <li>• Staffordshire County Council</li> <li>• Parkgate Leisure Chandlers</li> <li>• Mansty Farm</li> <li>• Shugborough Hall (National Trust)</li> <li>• Staffordshire Police.</li> </ul> <p>Each checkpoint location will be clearly identified using six-figure national grid reference plus what3words.</p> <p>Where restrictions on access are in place these are clearly communicated to walkers in advance, and at check-in. Such circumstances include forestry commission harvesting.</p>	

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R-19	<b>Personal Hygiene</b> Resulting in illness for self and others.	Anyone	<p>Handwashing facilities must be in place and regularly used for anyone involved in the preparation and cooking of food.</p> <p>Disposable gloves should be worn and clean utensils (such as tongs) used when handing food to participants or volunteers. Separate utensils must be used when handling vegetarian/vegan/special dietary foods.</p> <p>Every checkpoint must have a suitable quantity of hand sanitising gel readily available for all participants to use as they arrive at the checkpoint or after using any toilet facilities.</p> <p>Toilets will be provided to walkers at checkpoints 2 (B), 5, 9, 11, 13 (G) as well as the start / finish.</p>	
R-20	<b>Special Measures</b> External measures impacting the running of the event	Everyone	<p>An assessment and implementation of protocol must be made of any special measures required at the time of the event and, where possible, the Risk Assessment document updated to reflect these requirements. These would be measures imposed at either Government or at UK Scouting (England) levels and would include special measures relating to situations such as Covid19 or other such contagious outbreaks relevant at the time.</p>	
R-21	<b>Safeguarding &amp; Compliance</b> Not complying with the appropriate rules impacting member safety.	Members	<p>Chase Walk is operated in full compliance of Scout Association rules and guidelines for such an event including Safeguarding issues.</p> <p>Yellow card posters are displayed in walk control which is attended by many to act as a reminder.</p> <p>Each entry to the event to Chase Walk must be approved by a senior person to those taking part. For instance, Explorers that enter must be approved by their Explorer leader or above. A section/team leader must be approved by their Group Lead Volunteer or above. A Group Lead Volunteer must be approved by the District Lead Volunteer or above etc.</p> <p>Information is also collated to clarify those assisting in an official capacity at the event on behalf of the Organising Team e.g. checkpoint staff, transport team etc</p> <p>Where there are any concerns over the information provided, clarification will be required from the appropriate line manager or from Scout HQ as required.</p>	

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R-22	<b>Use of bicycles</b> Resulting in injury to rider or others.	Marshals, walkers & general public	<p>Bicycles may be used to assist sweep teams with their response around the course. Any such event official using a bicycle must be aged 18 or over. Approval has been given by both the Council Rangers and Forestry England provided all standard best practices are adhered too.</p> <p>In additional all cyclists must follow the rules and regulations of the Scout Association (including the wearing of helmets) and must not cause a nuisance to participants or other users of the Chase.</p>	
R-23	<b>Minibuses &amp; Vehicles</b> Unfit to be driven, and/or drivers unfamiliar with driving them.	Minibus Passengers, other road users	<p>Drivers must be suitably qualified, licensed, and insured to drive the minibus.</p> <p>All vehicles are to be checked by the drivers prior to use to ensure that they are in a suitable condition to be used and that all tyres, seat belts etc are in good order in line with ROSPA guidance.</p> <p>The vehicle registration is to be checked online to ensure that it holds a current MOT and tax. A Nationwide Scout Communication Team section 19 permit is displayed nearside of windscreen as required for each minibus.</p> <p>Drivers' licenses are to be checked online to ensure that they are valid and that they cover the use of the bus they will be driving - each driver will need to supply a check code to the transport manager. Any driver with more than 6 penalty points would not be permitted to drive. A review of each penalty will also be carried out as to suitability to drive.</p> <p>At least 2 adults must be on board the vehicle when it carries any event participants regardless of age. Normal Scout Association policies are to be followed in terms of transporting members.</p> <p>Driver must keep to speed limits for the vehicle (remember check highway code for different speed limits for different vehicles)</p>	

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R-24	<p><b>Walkers getting Lost</b></p> <p>Tired walkers late in the day on the main walk, and inexperienced walkers on the scout walk.</p>	Walkers	<p>Both the Scout Walk, and the Main Walk make use of sweep teams.</p> <p>For the Scout Walk the sweep teams operate throughout the day patrolling the areas of the walk and able to respond to misplaced teams, as necessary.</p> <p>The sweep team for the Main Walk operate in the closing stages of the walk normally picking up the last team through either Shugborough Hall or Severn Springs.</p> <p>All sweep teams remain in communications with the walk control either by radio or by telephone and are supported by the Safety Car and minibuses as required. All sweep teams are GPS tracked allowing their location to be easily seen.</p> <p>All members of sweep teams must be aged 18 or over and registered as a current adult member of the Scout Association and should at least 1 member of each sweep team should have experience of the hike and route having previously walked it.</p> <p>For many the achievement of completing the full walk is the main goal, the sweep team as well as a safety roll also offers support and encouragement to walkers.</p>	
R-25	<p><b>Animal/Insect Bites</b></p> <p>Cannock Chase is the natural habitat to a number of risks</p>	Walkers & Checkpoint volunteers	<p>Cannock Chase is home to a number of animals and insects which could bite walkers especially when walking through longer grasses /</p> <p>Adders are found in many open habitats across Britain, including heathland, moorland, open woodland, sea cliffs, grasslands, and coastal areas. Several of these are consistent with Cannock Chase, and they are known to have been seen. As Britain's only venomous snake the likelihood of being bitten by an adder is extremely small and as such an adder bite is very rare but when it does happen medical help should be sought immediately. Teams will be provided information by the walker handbook to notify walk control and proceed to the nearest checkpoint.</p> <p>Ticks live in many outdoor environments, but are especially common in moist, grassy, and wooded areas. Ticks' bites if left could cause Lyme disease, as such all walkers will be provided with details of the signs of such bite and advice relating to treatment. This will be provided by the walker handbook.</p> <p>Walkers are required within the rules to keep to known paths when walking across the chase, reducing the risk of coming across such risks.</p>	

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R-26	<p><b>Slow Walkers</b> Leading to an overrunning event, and / or walkers / checkpoint staff not equipped for extended durations.</p>	Walkers & Checkpoint volunteers	<p>Checkpoint cut off times are in place to ensure a fair time for all walkers to attempt the event. Cut of times are in place to close checkpoints reducing the time for which checkpoint staff may be required to sit on a checkpoint risking checkpoint staff becoming cold.</p> <p>Additionally slow teams are more likely to become cold, especially in unfavourable weather, due to limited movement.</p> <p>Checkpoint teams will review the fitness and welfare of all team members arriving at a checkpoint, where a team member is identified as being unfit to continue will retire a single walker, or all walkers from a team where it is deemed appropriate for their own health and / or wellbeing. Those remaining in a team will be permitted to continue if there are sufficient members remaining in a team, or another team to walk with.</p> <p>Checkpoint cut off times are detailed in the walker handbook given to all teams prior to the event and carried as part of the team kit.</p> <p>Walk control can decide to allow walkers to continue beyond the cut off time, should a change have occurred to the team expecting they will progress with a better pace.</p> <p>Ultimately the event is a challenge hike, and the event operates to ensure as many people as possible complete the walk, while ensuring their and the checkpoint volunteers' safety.</p>	
R-27	<p><b>Fire</b> Risk of fire in buildings and spaces used</p>	All – Predominantly marshals	<p>Buildings are hired from Beaudesert campsite; their risk assessment show they should appropriately maintain the safety of the building.</p> <p>All individuals should be familiar with normal fire alarms and follow instructions and signage. Note should be made of any potential individual who requires additional assistance in the event of a fire alarm, such as those with mobility or hearing issues.</p> <p>No fire escapes should be blocked in the setting up of the event, and access should be maintained for all.</p>	



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Risk ID	What could go wrong?	Who is at risk?	What are you going to do about it?	Review & revise
R-28	<b>Separation from group</b> Walkers becoming separated from their team.	Walkers	<p>The event defines the minimum walking size is 4 walkers at all times, and that teams walk together. Maximum team size is 7 for the main walk, and 8 for the scout walk.</p> <p>When teams have retirements, the remaining members MUST only continue by joining up with other walkers when they are less than 4.</p> <p>Walkers should only retire at recognised checkpoints.</p>	<p>Main Walk Rule 1b - Entries must be from TEAMS of 4 to 7 people aged 14.</p> <p>Scout Walk Rule 2 - Entries must be from teams of 4 to 8 people.</p> <p>Main Walk Rule 3b - Teams must keep together at all times.</p> <p>Scout Walk Rule 7 – Teams must keep together at all times.</p>
R-29	<b>Lost / Injured Walkers</b> Walkers getting lost or injured between checkpoints.	Walkers	<p>Each team has a unique team number, each walker has a unique walker letter (A to H), giving each person a unique reference (i.e. 33C), this reference is used to refer to that individual.</p> <p>Check points will report to walk control the arrival times of team, and the number of walkers. Walk control will monitor these times recording them on a walk control system, this allows the progress of each walker around the route to be tracked.</p> <p>Teams travel between pre-defined checkpoints, along agreed routes of between 15 checkpoints on the main walk, and 6 on the scout walk enabling regular monitoring of each team's progress.</p> <p>Each team is required to always remain together. All teams are provided with an event emergency contact number.</p>	
R-30	<b>Incidents</b> Unable to contact parents.	Young People Leaders	<p>A robust InTouch process is in place whereby emergency contact numbers for each team are collected at registration to enable the event to contact an appropriate person for each team in the event of an incident, each team contact is responsible for having InTouch details for each member of that team.</p> <p>The information is available to Walk control on the day of the event and destroyed within 30 days of the event.</p>	
R-31	<b>Trip hazards</b> Specifically in buildings or checkpoints	Everyone	<p>All volunteers working in a building are responsible for maintaining clear gangways in and out of the building and ensuring no cabling is exposed as a trip hazard.</p> <p>All checkpoint teams should ensure that the area in and around their checkpoint is clear of trip hazards, especially those providing hot food and / or drinks.</p>	

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Risk ID	What could go wrong?	Who is at risk?	What are you going to do about it?	Review & revise
R-32	Minibuses – Road traffic incident	Minibus Passengers, Other Road users	<p>Seatbelts are to be worn by all in the vehicle and visual check of this by driver and radio operator before each journey. Appropriate child restraints (Minibus operators do not have to provide child restraints on minibuses, but if they are “available,” they must be used by children aged up to 12 years old or 135 cm in height, whichever comes first. “Available” means it:</p> <ul style="list-style-type: none"> <li>• Conforms to the United Nations standard, ECE Regulation 44.04 (or R 44.03) or to the new i-size regulation, R129.</li> <li>• Is suitable for the child’s weight and size.</li> <li>• Can be properly fitted according to the manufacturer’s instructions.)</li> </ul> <p>Each Minibus will be crewed by 2 adults such as to prevent driver from being distracted by passengers.</p>	
R-33	Minibuses - Injuries whilst getting on and of the minibus -slips, trips, falls entrapment (figure in door for example) stuck by passing traffic	Anyone	<p>Drivers should select a location of vehicle when loading and unloading, such that passengers can enter and exit vehicle from nearside, and the nearside is positioned away from traffic.</p> <p>Minibus crew to oversee passenger loading / unloading aiding if required.</p> <p>Minibus teams should make sure sliding doors are secure before loading.</p>	
R-34	Retired Walkers – Support needs to be given to all walkers to ensure they remain fit and well.	Walkers	<p>Retirees will be communicated to Walk Control via the radio operator to allow the tracking and management of walkers. Suitable seating will be provided at the checkpoint, under cover, to hold retired walkers until the minibus arrives to return them to walk Control.</p> <p>Retired walkers collected by minibus to be returned to Walk Control at Beaudesert (or Scout Walk start/finish where appropriate).</p> <p>Retirees leaving by own transport – a record must be kept on the back of the Walk Card by the checkpoint staff as to who the retiree has been collected by. Their walk cards will be returned to Walk Control on the next minibus.</p>	

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Risk ID	What could go wrong?	Who is at risk?	What are you going to do about it?	Review & revise
R-35	<b>Retired Walkers – At Beau</b> - Support needs to be given to all walkers to ensure they remain fit and well.	Walkers	<p>On return to Beau all retired walkers will be taken to the Finish, this location will provide them with shelter, and facilities for a hot drink. Walkers will be shown where first aid is should they require first aid, a higher likely hood with retirees.</p> <p>This location will be staffed throughout the day, initially by first aid, and later by the finish team, these adult volunteers will provide support and monitoring of all retirees.</p> <p>Any under 18 retirees will be required to provide details of where they go should they leave the finish, a record of this will be held by the finish until they are collected by their parents / leaders.</p>	
R-36	Use of Radios and Mobile phones while driving	Marshals especially minibus crews	<p>Although the law permits radio amateurs to use 2- way radio equipment while driving, on all minibuses the driver and radio operator MUST be separated so that the driver is not required to operate the radio while driving.</p> <p>Likewise with any other marshals travelling by car they should refrain from using radios while driving.</p> <p>Mobile phones should not be used by Minibus drivers while the vehicle is in motion, marshals driving their own vehicle should only use a mobile phone via hands free in accordance with the law, and only if necessary.</p>	
R-37	<b>Dehydration</b> People becoming dehydrated during the walk	Anyone, mainly walkers	<p>Regardless of the weather walkers could experience dehydration, all checkpoints have a supply of water to provide walkers drinks if required to avoid dehydration. Apart from Checkpoint 1 all checkpoints can provide hot drinks also.</p> <p>Walk Control / Minibuses to have a supply of water carriers which can be filled and delivered if required to checkpoints should water run out.</p> <p>Checkpoint 2/9 has a water bowser provided by the local water company allowing water carriers to be quickly refilled without needing to return to Beau.</p> <p>These drinks can also be supplied to marshals, both those manning checkpoints, and those driving minibuses etc.</p> <p>Tea, Coffee, and squash are also available to all in the finish. Therefore, enabling both finishers and retirees to get a drink as required.</p>	

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R-38	<p><b>Abandoned Mines &amp; Quarries</b></p> <p>Risk of falling into old mines / the quarry.</p>	Walkers	<p>Cannock chase was historically mined, and is still quarried in some areas, this has left old mine shafts on the chase. These are off the walking paths, as such walkers should not come across these.</p> <p>Walkers are reminded of the danger of old mine shafts in the walker handbook, and the need to remain on recognised footpaths.</p> <p>Walkers, as per rule 4a are required to always use recognised footpaths, thus keeping them to recognised paths away from these mine shafts.</p> <p>The quarry is protected by fencing, and recognised footpaths do not go through this area, which is outside of that of either walk.</p>	
R-39	<p><b>Falling Equipment</b></p>	Anyone including General Public	<p>All equipment should be appropriately secured where placed off the ground so as to avoid the possibility of falling, consideration should be given to the weather conditions.</p> <p>Banners and or signs should be secured so as to avoid flapping or unnecessary movement which could allow it to come free.</p> <p>Where items such as Radio Antennas are used requiring these to be placed in the air these should be sufficiently secured, where appropriate with guys. Checkpoint radio set up is checked by the safety vehicle as part of their visits to each checkpoint, and carries additional equipment as required.</p> <p>The area around the mast at Beau will be fenced off with orange barrier fencing so as to prevent access to this. This will only be set up under the supervision of suitable experience persons.</p>	

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R-40	Loss of power in control	Event Control	<p>Loss of power in control could affect the ability to monitor and or communicate with the walk.</p> <p>The Radio repeater has a 12v battery back up allowing it to operate for extended periods without mains power. All radios could be instructed to move to a channel not requiring a repeater if needed.</p> <p>A UPS is in place to provide battery backup to the IT server maintaining the locations of all main walk walkers. These batteries are tested and replaced as needed. Scout walk information is held entirely online.</p> <p>Loss of network can be resolved with the use of mobile phone hot spots if power is lost for any significant length of time. All checkpoint entered data is stored online until retrieved by the server, avoiding any loss of data.</p> <p>Expected duration of the power outage would be monitored from the electricity network operator, National Grid ED (West), and decisions made as to the impact to the event.</p>	
R-41	Environment Damage to the environment	Anyone including General Public	<p>Walkers are required to follow the country code as per Rule 4a keeping them to footpaths and protecting the environment in this way.</p> <p>Vehicles do not leave existing roads and enter the chase unless necessary for the safety of walkers.</p> <p>A large amount of Cannock chase is designated a SSSI as seen here - <a href="https://naturalengland-defra.opendata.arcgis.com/datasets/Defra::sites-of-special-scientific-interest-england/explore?location=52.740232%2C-1.994992%2C12.75">https://naturalengland-defra.opendata.arcgis.com/datasets/Defra::sites-of-special-scientific-interest-england/explore?location=52.740232%2C-1.994992%2C12.75</a></p> <p>An area of Cannock chase is designated a Special Area of Conservation (SAC) - <a href="https://sac.jncc.gov.uk/site/UK0030107">https://sac.jncc.gov.uk/site/UK0030107</a></p> <p>The event liaises with Staffordshire Council to agree access to the land taking into consideration the environmental impact since 2024 checkpoint 10 / D has been relocated outside an area identified of significant importance, and walkers have been provided with specific instructions to follow certain tracks in this area.</p>	Rule 4a: Participants may be disqualified if:- The country code and rules of the road are disobeyed.

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R-42	<p><b>Not Reading the risk assessment</b> Event volunteers and leaders not appropriately aware of the measures in place.</p>	Everyone	<p>The risk assessment is published on the website for all to read, including marshals and participants.</p> <p>Checkpoint Managers to be asked via email to confirm they have read and understood both the risk assessment and checkpoint instructions, and they accept accountability for the operation of the checkpoint in line with the event guidance.</p> <p>The event Organising Team shall review this document, their acceptance shall be recorded within the document approvals prior to each event.</p>	
R-43	<p><b>Unplanned Activities</b> Circumstances changing planned activities</p>		<p>The event is a walking event, in the event of a cancellation during the event all walkers will be returned to Beau and/or Scout start and arrangements made for them to be collected by their parents.</p> <p>Minibuses are available to bring people back to either location as required.</p> <p>Walk control will track and manage collecting teams from the course, using checkpoints to hold walkers until they can be collected.</p> <p>No further activities will be planned outside of those of the event as described.</p> <p>In the event of cancellation in advance of the event, those arriving will be advised on arrival and asked to return home with parents / adults bringing to the event.</p>	

# Risk Assessment – Chase Walk

## Document Approval

Version Approved 17

Date Approved 3<sup>rd</sup> February 2025

Role	Role Holder	Date Approved
Lead Volunteer	Roger Stocks	3 <sup>rd</sup> February 2025
Lead Volunteer	Duncan Smith	
Head of Checkpoints	Judy Jones	
Head of IT, Tracking and Registration	Andy Upton	
Transport Manager	John Gooden	
Safety and Walk Control Manager	Richard Goodyear	3 <sup>rd</sup> February 2025
Scout Walk Manager	Neil Silverton	

## Document Revisions

Revision	Date	Changes Made	Authors
Pre rev 7	Unknown	Unknown	Multiple
7	20 Jan 2016	Updates for 2016 Event	Alan Chambers
7.3	9 <sup>th</sup> Sept 2016	Updates for 2017 Event	Roger Stocks
7.6	28 <sup>th</sup> Oct 2017	Updates for 2018 Event	Roger Stocks
8	29 <sup>th</sup> Dec 2018	Update for 2019 Event	Roger Stocks
9	10 <sup>th</sup> Aug 2019	Update for 2020 Event	Roger Stocks
10	17 <sup>th</sup> Oct 2021	First review for 2022 (1 <sup>st</sup> event post covid 19)	Roger Stocks / Alan Chambers / Duncan Smith
11	31 <sup>st</sup> Jan 2022	Second review for 2022 (1 <sup>st</sup> event post covid 19)	Roger Stocks
12	23 <sup>rd</sup> Feb 2022	Third review for 2022 (1 <sup>st</sup> event post covid 19)	Roger Stocks / Alan Chambers / Duncan Smith
13	8 <sup>th</sup> Mar 2022	Final review and release for 2022 (1 <sup>st</sup> event post covid 19)	Roger Stocks
14	15 <sup>th</sup> Feb 2023	Final release for 2023 Event	Roger Stocks / Richard Goodyear / Duncan Smith
15	18 <sup>th</sup> Nov 2023	First Review for 2024 Event	Roger Stocks
16	12 <sup>th</sup> Feb 2024	Updated for 2024 Event	Roger Stocks
17	3 <sup>rd</sup> Feb 2025	Update of Risk assessment to latest HQ template, review of risks. Addition of risks to countryside / Environment, minor amendments following in depth review by Event Organising Team.	Richard Goodyear