

## Workshop and District u3a

### Walking Groups Risk Assessment



|                                            |                                                 |
|--------------------------------------------|-------------------------------------------------|
| Name of person completing risk assessment: | Roger Hancocks / Vickie Seth-Kosoko /Tony Davis |
| Date Approved by Committee:                | 25/02/25                                        |
| Review Date                                | Feb 28                                          |

#### Introduction

This risk assessment is intended to cover the activities of our walking groups and Natural History Group whilst visiting reserves. Whilst the distances of the walks undertaken may vary the risk assessment remains the same.

Walk will vary in length and difficulty from simple and less challenging parkland, canal-side walks and nature reserves to hikes in the Peak District. The key to managing the risk is to provide the members with the appropriate information so that they can make informed decisions as to whether they are capable of undertaking a particular walk.

One Stroller Group walks locally between 1 and 2 miles and a second group walks between 3 and 4 miles

The Walking Group normally walks between 6 and 8 miles around North Nottinghamshire, and occasionally further afield such as the Peak District

The Natural History Group visit nature reserves walking on a variety of terrains

Walks take place in the countryside so members can expect there to be uneven ground, exposed tree roots, fallen trees, branches, rocks and boulders that might present a trip hazard,

In consideration of other members safety and comfort, dogs are not normally allowed on our walks.



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Whilst this risk assessment is intended to manage the risks associated with the activities, members are reminded that they have a responsibility to ensure that they are capable of participating in the activity safely. This is to ensure that they do not endanger themselves or others.

Appended to this risk assessment is the members' personal risk assessment tool that members might find useful. This personal risk assessment is not intended to be shared with group leaders or others within the u3a: it is to help members decide whether or not they themselves can safely participate in an activity. Any accommodation must be discussed with the relevant group leader.

### Accidents and Incidents

Where accidents or incidents do occur an Accident / Incident form should be completed forwarded to the u3a Committee. The Group Leader in consultation with the Groups Co-ordinator should review whether any remedial action needs to be taken. See our website for further guidance concerning Accidents and Incidents

### Emergency Contact Details

Members are advised to hold their personal emergency contact details on them when they attend any u3a event, group or outing. The reverse of membership card provides space for this. Alternatively, members could use the Emergency Contact facility on their mobile phone which can be accessed when the phone is locked.





| Hazard Identified                                                                                                                                                                                                                   | Control Measures                                                                                                                                                                                                                                                                                                                          |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Slips Trips and Falls</b><br>Walks take place in the countryside so members can expect there to be uneven ground, exposed roots, fallen trees, branches rocks and boulders amongst other things that might present a trip hazard | Members are advised to wear suitable footwear for the walk they are undertaking.<br>In some cases, lightweight trainers will be suitable for some of the Strollers Walks.<br>Walking Group members are advised to wear footwear with good grip and ankle support such dedicated walking boots. Walking shoe may be suitable on some walks |
|                                                                                                                                                                                                                                     | Members should consider the use of walking poles help with their balance and stability                                                                                                                                                                                                                                                    |
|                                                                                                                                                                                                                                     | Following a recce of the walk members will be advised of any particular hazards found such as stiles, stepping stones, slippery wooden bridges                                                                                                                                                                                            |
|                                                                                                                                                                                                                                     | Where the NH group trip visits a nature reserve the Group Leader will use the reserves Accessibility Statement or their personal experience of the reserve to advise members of any known hazards                                                                                                                                         |
|                                                                                                                                                                                                                                     |                                                                                                                                                                                                                                                                                                                                           |
| <b>Adverse Weather</b><br>Including rain, snow and ice, high winds, extreme temperatures                                                                                                                                            | Members are advised to wear suitable waterproof and warm clothing appropriate for the walk. Material such as denim are not recommended as they hold water and become cold when wet                                                                                                                                                        |





| Hazard Identified                                                                                                                                 | Control Measures                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|---------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                                                                                   | The Group Leader and the walk leader on the day will assess the weather prior to the walk and make a decision as to whether to proceed.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|                                                                                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|                                                                                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>Cattle and other animals</b><br>Cattle and animals may be encountered during the recce but may also be encountered unexpectedly on a walk too. | If livestock are encountered during the recce, the members will be informed prior to the walk. If practicable consider re-routing on an alternative public right of way, or permissive path.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|                                                                                                                                                   | <p>If encountered during the walk:</p> <ul style="list-style-type: none"><li>• Keep a good distance from the animals. If they are on the path, then you're allowed to go off path to walk around them. If you are on open access land, then you can walk across the field to give the animals space.</li><li>• Walk quickly and quietly. Animals in a field may approach you, especially groups of cows which can be quite intimidating. If you panic, or run from them, they may also start running.</li><li>• Do not approach any animals, do not feed them, or touch them. Animals on a farm will have strict diets, especially horses, and feeding them can be bad for them.</li></ul> |



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| Hazard Identified                 | Control Measures                                                                                                                                                                                                                                                                                                                                                                                      |
|-----------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                   | <ul style="list-style-type: none"><li>• Leave any gates as you find them. Close any gates that you open, and if any gates are open, then leave them that way.</li></ul>                                                                                                                                                                                                                               |
|                                   |                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>Losing members on the walk</b> | <p>The walker leader should be aware of how many and who is on their walk. For a large group consider a register.</p> <p>The walker leader should set a suitable pace to ensure the group stays together and should regularly check the groups progress.</p> <p>Depending upon the size the Group Leader (if present) and the leader on the day may consider designating someone as a back marker</p> |
| <b>Traffic</b>                    | <p>During the recce the amount of road walking without a verge or pavement should be taken into consideration. The recce needs to consider how busy the road is, the presence of blind bends and the length of the road walking to assess whether walk is suitable for a large group walk.</p> <p>Members should walk in single file</p>                                                              |
|                                   | Suitable road crossings points need to identified.                                                                                                                                                                                                                                                                                                                                                    |





| Hazard Identified                                                                                                                                                                                                                                                                                                                                                                  | Control Measures                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                                                                                                                                                                                                                                                                                                                    | When crossing the road members should taken extra care and act as eye and ears for their fellow walkers. The walk leader might consider a 'lookout to help members cross the road safely                                                                                                                                                                                                                                                                                                                                                                                                                        |
|                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <p><b>Ticks</b></p> <p>Ticks are usually found in woodlands and forests, moorland and grassland or in areas of bracken, but can be found also be found in urban green space too.</p> <p>There are most active between March and October</p> <p>Given their wide-spread presence it is possible to encounter ticks of all our walks</p> <p>Tick bites may transmit Lyme disease</p> | <p>Wear long trousers (not shorts) and boots (not sandals) and tuck your trousers into your socks</p> <p>Use insect repellent and carry a lint roller to run over your clothing occasionally</p> <p>Check for ticks during and after your walk. Change your clothing as soon as you can after your walk. As a minimum, give your trousers and boots a good brush down</p> <p>If you find a tick, always use a tick remover to remove it fully</p> <p>For the next few days check your body when you're in the shower or getting dressed.</p> <p>If you get any flu- like symptoms or a rash consult your GP</p> |
| <p><b>The walk is too physically demanding for a member</b></p>                                                                                                                                                                                                                                                                                                                    | <p>All walks are recce'd in advance and members are emailed a summary of those details</p> <p>Members are advised of the distance, and the terrain that will be encountered</p> <p>Steep ascents and descents, hills and longer climbs will be identified.</p>                                                                                                                                                                                                                                                                                                                                                  |



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| Hazard Identified | Control Measures                                                                                                          |
|-------------------|---------------------------------------------------------------------------------------------------------------------------|
|                   | The type of terrain. E.g. crossing muddy or ploughed fields, moorland, bog, forest tracks, good footpaths                 |
|                   | NH group members will be advised of the terrain likely to be encountered and distance expected to be walked on the outing |



## Workshop and District u3a

### Member's Personal Risk Assessment



This personal risk assessment tool is to help identify personal risks you may experience. This is useful if you feel you are vulnerable and need to make considerations for the activities you participate in. You should think carefully about any specific risks you may encounter during a u3a activity. Where you identify a particular risk you should note the actions you will take to reduce the risk, and you can always add to this if you identify a new risk.

| What is the potential risk?            | How do you usually manage this risk?                                                                        | Does this risk affect how you participate in u3a activities? |    |     | What accommodations do you need?                                                               |
|----------------------------------------|-------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------|----|-----|------------------------------------------------------------------------------------------------|
|                                        |                                                                                                             | Yes                                                          | No | N/A |                                                                                                |
| e.g., I have difficulty walking        | e.g., I use a walking stick, and sit down for most activities                                               | X                                                            |    |     | e.g., I must have a seat during activities                                                     |
| e.g., I have diabetes                  | e.g., I monitor my blood sugar each morning                                                                 |                                                              | X  |     | e.g., I manage this at home                                                                    |
| e.g., I need general help from a carer | e.g., my carer supports me with participating in activities, as well as helping me to and from the bathroom | X                                                            |    |     | e.g., when participating in events I need an extra space for my carer to join me to support me |

## Member's Personal Risk Assessment

[illegible]