

RISK ASSESSMENT FORM (Focus on the things over which you have control)		
ACTIVITY: Offsite Visits – DofE Expeditions - Walking		
Establishment: Walton High		
Date: 01/01/23	Target Date for review: January 2027	
Assessor: Floss Morgan		Position: DofE Award Manager
ISSUES Issues identified which require management	MANAGEMENT STRATEGIES Control Measures (CMs).	Additional Strategies required? If existing control measures cannot be met or circumstances change
Duke of Edinburgh Award Expedition Staff	- Prior to supervising an Expedition, staff will be DBS checked to limit the likelihood they pose a threat to the students. - Prior to being a volunteer with Walton High DofE, all staff will complete and pass the online DofE e-induction.	DofE Manager will exclude staff from expedition where there is any question about their competence or ability to prioritise or safeguard the students.
Duke of Edinburgh Award Expedition Students	- Prior to going on expedition all students will attend a programme of training. This will take the form of, advanced learning day, training day, after school training sessions or completion of online programme. - At Bronze level a safety briefing will take place immediately prior to expedition. On Silver and Gold Practice Expedition staff will be instructing in situ.	Where deficits come to light which could cause harm or are detrimental to the students and the expedition, expedition supervising staff will give direction or advice to the students. Where a student's actions could cause harm to themselves or another, students could be removed from expedition.
Students will be remotely supervised	Students will be walking without staff between checkpoints in groups of between 4&7.	

Pre-Existing Medical Conditions	• Where a student has a pre-existing / known medical condition which they have reported through the school system (SIMS) a note will be made on the student list highlighting the issue. • Supervising staff will carry a copy of the student list. • Students who require a higher level of medical support will have chaperone.	Students requiring immediate use of medicines will carry them in the top pocket of their back pack. Example; student with epilepsy will have staff chaperone on canal section to prevent falling in water.
Undisclosed Medical Conditions, emergency; illness; injury.	• In the first instance teams will be self-reliant. • All teams will be trained in managing an emergency and raising help in line with the level and location of their expedition. • Teams will gain further help via staffed checkpoints or going to a known point and summoning further help. • For minor injury or ailments staff advice can be sort at check points or overnight camp.	If team require emergency medical assistance, they should make their way to a known point and phone 999. All teams are carrying the DofE number and can phone this at any time.
Medical requiring third party assistance	• Students or staff contact 999 service (possible ambulance). • Staff contact 999 service or 111 (attend hospital in DofE transport). • Student requiring non-life-threatening emergency treatment.	Where non-life-threatening Staff will liaise with parents to facilitate access to treatment.
Blisters, Sore feet, minor cuts, bruises, aches, strains.	• Participants advised to carry a first aid as part of group kit and take preventative action. • Staff on check points will enquire about team health and advise prevention or application of first aid.	First Aid qualified staff will carry first aid kits including plasters / blister plasters.
Hydration	• Start, finish, and the overnight camp have drinking water. • Gold level students will be trained how to clean drinking water.	Where water is required, students can also use public services or hospitality facilities which dispense free water.
Personal Health and Hygiene	• Bronze level expeditions have access to washing facilities, toilets and drinking water. • Silver and Gold level participants who are wild camping to be trained in appropriate washing and toileting techniques.	The school vehicle and bases hold hand sanitizer.

COVID	Students with Covid should not attend expedition	Students identified as having Covid whilst on expedition will be removed from expedition.
Adverse weather	- The average weather low is 7°C and high 15°C in May. Average low is 16°C and high 22°C in July. - DofE activity will continue between 6°C and high 30°C. - DofE activity will be dynamically modified between 0°C and 6°C to restrict students' exposure to the elements. - DofE activity will be dynamically modified between 30°C and 40°C with the imposition of restricted distances the use of shade and increased access to water.	DofE Expeditions will be stopped where temperatures are reported being lower than 0°C or more than 40°C. Outside of 6°C and 30°C team vehicle will be used to assist travel and give respite from elements.
Carrying heavy loads	- Expedition packs should be between 60 ltrs (bronze) – 80 ltrs (gold) - Pack should be 2/3 full without group kit. All equipment should be in the pack with the bag closed securely (exception sleep mat). - Teams will be encouraged to distribute weight appropriately.	Staff have the capacity to carry weight for a student. Doing this would invalidate the students' expedition as they would have used 'outside assistance'.
Planned routes and associated hazards: - roads	- The Bronze Groups will walk along or cross roads in 30mph areas. - The Bronze Groups will use routes at the side of 40mph roads where there is a clearly defined pavement separated by a kerb or verge. - The Bronze Groups will use the Redway walkways and crossings (not subject to the speed limitation of the adjacent Road).	Where students are using roads outside of the parameters Staff will escort or direct them to a safe area. This could invalidate the expedition as they would have used 'outside assistance'.
Planned routes and associated hazards: - canals and narrow towpaths	Students will be specifically briefed about walking down canal towpaths (bags unclipped).	
Navigation	All students will have attended training and will have planned their own route.	Staff will give guidance on expedition where they believe guidance is required for the safety of the students.

Transport	- Students will travel on transport which is road legal and road worthy with staff qualified to undertake the role they are in (driver). - Students will wear seatbelts where fitted and required. Walkways and exits will be clear while bus is moving.	A third person (student/staff) will be present if a single student is travelling on the bus with a driver.
Camping – Tents	All students will have attended training and will have been taught how to erect, use and take down a school tent.	Campsites are staffed at Bronze and Silver level. Staff will give guidance where they see guidance is required.
Cooking – Trangia Stove	- All students will have attended training and will have been taught how to assemble, light and use a Trangia stove with gas fuel. - Cooker use will be at least 2m from tents. - Cooking is only undertaken when staff are on site.	Campsites are staffed at Bronze and Silver level staff will issue advice where they see advice is required.
Equipment	- Personal kit will be checked prior to the expedition, making sure that the students have water and protection from the sun and rain whilst on expedition. - All participants advised to use school tents and stoves.	Students without water, sun hat or rain jacket can be issued one from school. Spare and replacement parts are carried for school equipment.

Silver Gold

Staffing	- Each team will be accompanied by a member of staff, who will make a dynamic decision on how they support (direct / arms-length / remote). - All trips will commence with a super numeri member of staff.	Staff supervision will be dictated by group competence and environment.
Transport	- A minibus and driver will be in the geographical area throughout the course of the Expedition. - A minibus will be present at the campsite overnight.	Minibus in situ where not undertaking other tasks
Planned routes and associated hazards: - roads	- Were a road is more than one car wide teams will walk in single file facing into oncoming traffic or on the outside of the bend. - Were a road is only one car wide teams will walk so that they fill the road	Students place themselves where they are most visible to traffic

DATE OF REVIEW:	COMMENTS
12.01.2023	Risk Assessment published version 1
03.10.2023	SilverGold Section Added
29.07.2024	Road section added to SilverGold
06.03.2025	Students will be remotely supervised
24.03.2025	Planned routes and associated hazards: - roads (Bronze)
05.12.25	Word and grammar adjustments to the water section / safety briefing section / pre-existing medical