



ACTIVITY

Running sessions in the Cavebus.

Group

Any groups

PARTY LEADER

Cave bus Instructor / Competent inducted adult.

Groups of People at Risk	Venue/Locations	Age Range
All	Cavebus	5+
Ratios – Staff: Participants		
Minimum 1 instructor to 10 participants. (Ideally a second person present to assist)		

HAZARD/RISK.						
	1	Bumps, trips, scrapes, fall	4	Light failure	7	Contraband
	2	Safety equipment and clothing	5	Panic	8	Missing person
	3	Piercings / skin tear	6	Entrapment	9	

CONTROLS.		Risk Level.	ACTIONS.
1	<p>Bumps, trips, scrapes and falls.</p> <ul style="list-style-type: none"> Brief participants. Ensure participants are wearing appropriate protective clothing and helmets. Brief participants on how to exit the cave and how best to perform moves in particular forward roll. Instructors familiar with layout, comfortable about being in confined space and have undergone site specific training. Instructor familiar with location of site first aid kit and first aiders. 	Low.	<p>Briefing by instructor, hand out kit and check for sizes and fitting.</p> <p>Cave access doors to be checked by instructor prior to session.</p> <p>Cave to be inspected and signed off as safe every four months by cavebus staff.</p>
2	<p>Safety equipment and clothing</p> <ul style="list-style-type: none"> Do not permit participants to take part if correctly fitting equipment is not available. Do not let participants enter in clothing that may restrict their movement Do not let participants enter in clothing that may cause them injury 	Low.	<p>Briefing by instructor, hand out kit and check for sizes and fitting.</p>

3	<ul style="list-style-type: none"> • Ask participants to remove piercing jewellery if possible, offer adhesive tape to participants so they can tape down “belly button” jewellery. • Aware of location of site first aider and first aid kit. 	Low.	Participant briefing and availability of adhesive tape.
4	<p>Light failure</p> <ul style="list-style-type: none"> • Brief participants not to worry if their lights fail; encourage a buddy system so participants assist and encourage each other. • Participants to be told that if they are worried shout for help and instructor will open access door to assist. • Instructors familiar with layout, comfortable about being in confined space and have undergone site specific training. • Instructors will have spare light to pass to the participant to complete the activity. 	Low.	<p>Briefing by instructor. Instructor to have light and helmet.</p> <p>All equipment checked for operation and condition before being issued for use.</p> <p>Condition of helmets and lights to be checked at four monthly inspections.</p> <p>Instructors to report and not use any faulty equipment.</p>
5	<p>Panic</p> <ul style="list-style-type: none"> • Brief participants not to panic, to ask for help and describe where in the cave they are. • Instructor to open nearby emergency hatch and assist participant to exit cave. • Instructors familiar with layout, comfortable about being in confined space and have undergone site specific training. 	Low.	<p>Briefing by instructor to participants prior to entry to the cave system.</p> <p>All areas of the cave have an access door within 7m of the location.</p>
6	<p>Entrapment</p> <ul style="list-style-type: none"> • Instructor to open all hatches. • Use available helmet/ light to light up the passage and allow the participant to see around them. • Assist and talk participants into freeing themselves. • In extreme circumstances assist in freeing the participant through pushing or pulling (where appropriate). • Assist all other participants to exit the cave where appropriate. 	Low.	<p>Instructors familiar with layout, comfortable about being in confined space and have undergone site specific training.</p> <p>Promote a calm manner with the participant, as not to escalate possible panic situations.</p> <p>Remove all other participants from the cave if appropriate.</p>
7	<p>Contraband</p> <ul style="list-style-type: none"> • Instructor to brief participants not to take mobile phones, lighters or matches into cave. • Instructors familiar with layout, comfortable about being in confined space and have undergone site specific training. 	Low.	<p>Briefing by instructor.</p> <p>Instructor to explain the dangers of taking contraband into the cave system.</p> <p>Anyone breaking contraband rules to be removed from the activity immediately.</p>

8	Missing person <ul style="list-style-type: none"> • Bus not to be moved without a full check of the cave system. • Record number of participants entering (max. 10 at one time) and record number of participants exiting. • Instructors familiar with layout, comfortable about being in confined space and have undergone site specific training. 	Low.	If unsure, use a banksman system to record names of people entering then cross them off on exit. Full check of the cave system before closing for any periods of time.
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Assessment completed by: Mark Hoyle

Date: 1st September 2020 Review Date: 1st September 2021



ACTIVITY	Vehicle movements.
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Group	Any groups	Who	PCV/LGV licence holder. Or DVLA approved driver.
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Groups of People at Risk	Venue/Locations		Date and Time of Visit		Age Range
All	Cavebus				21+ (Driver).
Number of People	Male	Female	Total	Ratios – Staff: Participants	

HAZARD/RISK.	1	Moving vehicle in confined spaces.	4	Reversing.	7	
	2	Moving in normal road conditions.	5	Immobilising / remobilising the vehicle.	8	
	3	Moving in crowd conditions.	6		9	

CONTROLS.			Risk Level.	ACTIONS.
1	Moving vehicle in confined spaces <ul style="list-style-type: none"> All locations to be checked (physically or via Google maps etc.) prior to the vehicle being dispatched and manoeuvred into position. All “tight” clearances to be detailed to the driver before departure. Second man sent if deemed needed to assist with vehicle movements. Vehicle ONLY to be driven by competent D or C licence holders (or DVLA approved drivers). Use a banksman for reversing where available. 		Low.	Driver and assistant to agree a clear set of hand signals before commencing manoeuvres. Driver to stop immediately if they loose sight of the assistant, driver to stop immediately if unsure.
2	Moving in normal road conditions <ul style="list-style-type: none"> Vehicles only to be driven by qualified drivers. Vehicles only to be driven by competent drivers. Vehicles only to be driven by insured drivers. 		Low.	Drivers to take retests and health examinations as specified by DVLA.

3	<p>Moving in crowd conditions</p> <ul style="list-style-type: none"> • Vehicle to arrive at shows, schools etc before the event (to minimise exposure of moving vehicle to crowds). Wherever possible. • Hazard lights to be switched on at all times. • Maximum permitted speed 5mph. • Person to escort vehicle to its desired location. • Drivers to be aware of surroundings and pedestrians locations. • All doors to be closed (To stop stray pedestrians from trying to board the vehicle). 	Low.	<p>Drivers to take retests and health examinations as specified by DVLA.</p> <p>Driver prepared to stop immediately.</p> <p>Driver to walk route before moving vehicle over route.</p>
4	<p>Reversing</p> <ul style="list-style-type: none"> • Use Hazard lights and Horn (as required) when reversing. • Use a banksman where available. • Bus fitted with reversing lights. • Use reversing camera (where fitted) 	Low.	<p>Drivers to take retests and health examinations as specified by DVLA.</p> <p>Driver prepared to stop immediately.</p>
5	<p>Immobilising / remobilising the vehicle</p> <ul style="list-style-type: none"> • Only Cavebus staff know where to re-energise the bus starting system. • Only Cavebus staff permitted in the cab area of the vehicle. • Battery disconnected when cave is in use. 		<p>Immobilise the vehicle as soon as it is in position.</p> <p>Only energise the starting system when everything has been cleared away and the vehicle is ready for departure.</p> <p>Ensure that no access is given to the cab area.</p>

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****Covid Secure Risk Assessment: To be used alongside the other risk assessments, during Covid pandemic****



Group	Any groups	PARTY LEADER	Cave bus Instructor / Competent inducted adult.
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Groups of People at Risk	Venue/Locations	Age Range
All	Mobile Cavebus	6+

HAZARD/RISK.	1	Spread of Covid-19	4	Ventilation	7	Social Distancing
	2	Contact transmission	5	Exit route (bus variants)	8	Helmets and equipment
	3	Contact transmission	6	Cleaning after confirmed Covid contamination		

CONTROLS.		Risk Level.	ACTIONS.
1	<p>Spread of Covid-19</p> <ul style="list-style-type: none"> Staff, instructors, participants and visitors not to be allowed on site if displaying any covid related symptoms or have been in contact with anyone displaying symptoms. NHS Track and Trace to be used on site. 	Moderate	<ul style="list-style-type: none"> Check temperature of any participants. If anyone is over 37.8°C ask them to leave the area immediately. Observers to stay at least 5 metres away from the cavebus at all times. (This is good practice anyway and reduces crowding around the entrance/exit areas).
2	<p>Contact transmission - participants</p> <ul style="list-style-type: none"> All touch surfaces external to the cave system to be wiped regularly with anti-bacterial wipes. All helmets to be wiped with anti-bacterial wipes between users. All participants to wash hands and use hand sanitiser prior to entering the cave system. Staff to wash hands regularly, using soap and for a duration of atleast 20 seconds. 	Moderate	<ul style="list-style-type: none"> Wash hands regularly All participants to use steriliser on hands prior to entering the cave Wipe down any touch surfaces outside the cave system (hand rails, bus doors etc.) Use hand sanitiser between trips through the cave (i.e. if one participant decides to re-enter the cave they must use hand sanitiser between trips).

3	Contact transmission – the activity <ul style="list-style-type: none"> One group to use the cavebus in any 24hr period. This should allow any virus in the cave to die out. Wipe down hand rails and touch points external to the cave entrance before the activity starts and after the activity ends. 		
4	Ventilation <ul style="list-style-type: none"> Ensure that all doors and windows are open to allow good air circulation through the cave. Remove emergency doors where safe to do so to allow ventilation into the cave system. 	Low	<ul style="list-style-type: none"> Open doors to allow air to circulate.
5	Exit Route (bus variants) <ul style="list-style-type: none"> Consider allowing participants to exit the cave through the lowest emergency door (next to the fire door) and out of the fire door if safe / appropriate. (Note: the fire door is too high to do this on the coach variants). Exits to be managed appropriately on the coach variants. 	Low	<ul style="list-style-type: none"> Use fire exit door on bus variants to allow participants to exit. DO NOT use fire door as an exit for the coach variants.
6	Cleaning after confirmed Covid Contamination <ul style="list-style-type: none"> Contact Cavebus Company immediately, Cavebus company will schedule a deep clean of the cavebus. Cavebus to be quarantined for a period of one week. 	Low	<ul style="list-style-type: none"> Cavebus company to do a deep clean if confirmed Covid contamination.
7	Social Distancing <ul style="list-style-type: none"> Participants, instructors and anyone else to remain 2m apart at all times. One person to enter the cavebus at a time, instructor to show them where to go, next participant not to enter until the first participant has cleared the first passage. Instructor to brief participants to keep 2m apart inside the cave at all times. 	Low	<ul style="list-style-type: none"> Instructor to brief participants and observers to keep to 2m social distancing. Helmets to be left in a designated place by participants after event.
8	Helmets and equipment <ul style="list-style-type: none"> Helmets and torches are now not transferable. Helmet and torch to be allocated to one participant. This equipment is to remain with the participant to the end of the session. Helmets and torches to be wiped down by participant after the activity. Then again by the instructor just before the next session. Equipment and the activity to be quarantined for 24hrs between groups. 	Low	<ul style="list-style-type: none"> Equipment allocated to participants is not transferable. Participants to wipe down equipment at the end of the session. Equipment to be quarantined for 24hrs between sessions.

Quarantine based on government guidelines (01.09.2020, this may be changed as the guidelines change).

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