



1 - Thurston O.E.C. Risk Assessment Summary

Thurston Outdoor Education Centre recognises the need for visiting groups to assure themselves as to the quality and safety of any outdoor activity provision. The purpose of this document is to help organisers by providing the information usually required. Thurston is regularly independently inspected and has achieved quality standards in the delivery of outdoor education.

In relation to this Thurston O.E.C. holds an

- Adventure Activities Licence,
- Adventuremark,
- AHOEC Gold Standard Quality Badge,
- Learning Outside the Classroom Quality Badge
- An approved Royal Yachting Association Training Centre,
- Accredited Sailability provider

Adventure Activities Licence

Thurston O.E.C. is regularly inspected and holds a licence issued by the Adventure Activities Licensing Service (AALS) for the safe conduct of the activities it provides, as required by law.

"A licence indicates that the provider has been inspected by the Adventure Activities Licensing Service on behalf of the Adventure Activities Licensing Authority, with particular attention being paid to their safety management systems with young people, and has been able to demonstrate compliance with nationally accepted standards of good practice in the delivery of adventure activities to young people, with due regard to the benefits and risks of the activity." AALA

The inspection process covers the safety management of activities, including risk assessments, staff qualifications, staff experience and the maintenance of equipment associated with activities. Thurston O.E.C. undertakes to perform to the requirements and guidance of the Licensing Service and is subject to spot inspections.

Thurston O.E.C. Licence Number: L34215

Reference Number: R0572

This provider is required to hold a Licence because of their provision of activities under the following categories:

- **Climbing**
- **Caving**
- **Trekking**
- **Watersports**

In addition AALS include in their inspection non-licensable activities and unrelated activities, to establish whether a 'culture of safety' exists within the organisation.

Staff Competence

All staff leading activities will hold the relevant National Governing Body qualification or have been assessed as competent by an appropriately experienced and qualified person as required by the Licensing Services.

Risk Assessments

Thurston O.E.C. has a Safety Policy that includes procedures and generic risk assessments for all of the activities undertaken. Daily risk assessments are carried out at the morning planning meeting, taking into account the weather forecast, conditions, staff qualifications, equipment availability, group abilities and the planned activity. Visiting staff attend and contribute to these meetings. Dynamic risk assessments are carried out by staff during activities to take account of local conditions and other continually changing factors. Thurston O.E.C. conforms to the South Tyneside School Health and Safety Policy, which includes Health and Safety of Pupils on Educational Visits.

Transfer of Responsibilities

The visiting group leader has overall responsibility for their group at all times. The Head of Centre at Thurston O.E.C. has responsibility for the programme, equipment, provision of Centre facilities and operating the Centre to legal requirements. Thurston O.E.C. staff will be responsible for the safety and management of participants on Thurston O.E.C. led activities. Visiting leaders are required to provide information and advice regarding individual group members and are responsible for ensuring that the group behave appropriately. Visiting staff have a legal duty of care for all participants under 18 years old. If a participant is withdrawn from an activity for any reason then the responsibility for that individual will revert to the visiting leader. If at any time visiting leaders are unhappy about the activity they should make their concerns known to Thurston O.E.C. staff at the earliest opportunity.

Supervision When Not on Activities

Visiting leaders are responsible for the supervision of groups when not on activities. Support will be available from Thurston O.E.C. staff.

Child Protection

It is the responsibility of the organising group to check accompanying leaders are suitable to work with children and young people in a residential setting.

Security Arrangements

All external doors to Thurston O.E.C. are lockable to prevent unwanted entry to the Centre. All bedrooms are lockable (fire exit approved) with each visiting leader being issued a master key to open and lock all bedrooms.

Fire Protection

Thurston O.E.C. is inspected annually by a South Tyneside Council appointed person responsible for producing the Fire Risk Assessment. Thurston O.E.C. meets the Council

and legally required Fire Safety Standards. Thurston O.E.C. is not required to hold a Fire Certificate.

Insurance

Thurston O.E.C., as part of South Tyneside Council, holds Public Liability Insurance to a limit of £50 million indemnity for any one incident. We would recommend participants make their own provision for personal accident cover or course cancellation costs should they consider it appropriate.

Please telephone the centre on 015394 41218 if you have any queries or require further explanation on any of the above.

Andy Sallabank
Head of Centre
Thurston O.E.C.



South Tyneside Council