



**GENERAL GROUP MANAGEMENT**  
 This form complements the Teesoutdoors Risk Assessment

**RISK ASSESSMENT**  
**General trips and visits group control issues**  
 (Focus on the things over which you have control)

This assessment considers general group controls for non specific trips and visits, and must be used alongside activity specific or Governing Body Guidance

<b>ACTIVITY:</b> Group Controls and Management		<b>Group Leader:</b> Teesoutdoors Appointed Representative		
<b>Assessment by:</b> David Hopwood		<b>Date:</b> August 17 2014	<b>Target Date for review:</b> August 2017	
<b>Significant Hazards and Associated Risks</b> Those hazards which may result in serious harm or affect several people	<b>Those who might be harmed</b> Persons at risk from the significant hazards identified	<b>Control Measures(CM's):</b> Controls, including relevant sources of guidance (e.g. Generic Risk Assessment, CSF Offsite Visits Manual, Guidance from Provider, etc.). Specific CM's not included in the generic RA (e.g. briefings, actions by leaders / participants, qualifications / experience of supervisors)	<b>Additional CM's required?</b> If existing CM's cannot be met or circumstances have changed	<b>Residual Risk Rating (H / M / L)</b>
Loss of group or individuals on supervised but not accompanied activity	Students	Group Leaders will manage and inform students of clear boundaries, in physical terms and in time, giving return times and meeting points as well as identifying out of bound areas and limits. Students remain in small groups.		<b>MED</b> Students on trips lose track of time
Incident whilst on visit, and temporarily away from Leader	Students	Students briefed to contact leader in incident either directly in person or by phone, A Leader will be in a designated identifiable location.  In some cases this may be extended to include 'other appropriate adult' eg Uniformed or ID badge wearing Employee from site in question, Police or emergency services		<b>LOW</b>

Failure to return to designated meeting point on time.		Group leader has contact mobile numbers for all students (with Phones) and ensures any groups of students have access to phones. Students have Group Leaders Number.  Leader will Hold ALL students at meeting point until ALL are accounted for.		LOW
Activity specific incidents	All	Refer to specific activity assessment		LOW
'Stranger danger'	Young people	Young people will remain in pairs, groups or buddy systems at all times, and inform Teaching or leaders of where they are or are going including visits to toilets, etc.		LOW Despite media hype this is rare!
<b>REVIEWS:</b>				
<b>DATE OF REVIEW:</b>	<b>REVIEWED BY:</b>		<b>COMMENTS:</b>	
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