


Learn Laugh Live

Lostwithiel Area u3a		22nd November 2023			
Person completing risk assessment checklist: Stephanie Thomas					
Photography Group Field Trip Leader Risk Assessment Checklist					
Description of activity: Group members meeting at an outdoor location to take photographs					
	Checklist	Yes	No	N/A	If no, what actions will you take to mitigate this risk?
Recce	Have you researched the location you will be at to identify any hazards and/or obstacles? ?	Yes			
	Have you given members an overview of the walk and the identified hazards/obstacles e.g. terrain, ground conditions,	Yes			
	Do members know the length of the field trip and any access difficulties?	Yes			
Traffic	Are there suitable crossing places on the road?	Yes			
	Are your attendees aware they must maintain single file on road sections?	Yes			
Animals	Have you notified members of any routes through fields or moorland with livestock in?	Yes			

	Are dogs kept on leads in relevant areas (such as around livestock, in urban areas)?	Yes			Dogs are rarely brought on photography field trips.
	Are members aware of the increased risk of attack by cattle when walking with dogs?	Yes			
	Is there any danger of ticks or bites/stings?	Yes			Participants will be asked to bring their medication if they are allergic to these insects as our first kit will only cover the very basic ailments
Safety	Do you have the correct equipment needed for the field trip (e.g., clothing, mobile phone)?	Yes\			
	Have you taken an attendance register?	Yes			Taken at start of field trip
	Do you have emergency contacts for all attendees?	Yes			
	Do you have a charged phone with emergency contact details stored on it?		No		We will carry a paper copy of emergency contact details
	Does someone know when you are expected back?	Yes			
	Have members been reminded to wear appropriate footwear?	Yes			
	Do you have a back marker to stay in sight and communication with group?		No		Group members are given a rendezvous time and place. Group leader keeps a check of whereabouts of individuals.
	Is there any danger you will lose visibility or mobile phone signal?	Yes			<p>Visibility: We would reconsider the location and the leader would ensure that the group is together.</p> <p>Mobile signal: we are generally less than a mile away from our cars, so would send one member of group to a car to travel to get help.</p>

	Have members attendees brought refreshments (such as water) for the walk at location?		No		Group members are given information regarding toilets and refreshments on posted field trip sheet.
	Is there a first aid kit?	Yes			
Weather	Have you checked the weather forecast for the day of the field trip in advance?	Yes			
	Is there any danger of extreme temperatures, heavy rainfall, high wind or otherwise severe weather?	Yes			Will advise if necessary. In case of bad weather group leader cancels trip or revises location.
	Have members brought suitable clothes and footwear, and appropriate items (such as waterproofs) for the weather?	Yes			
Other identified risks:		What will you do to mitigate these risks?			
Risks specific to location		Risks will be identified and group members briefed on information sheet published on the website sub page and again at start of field trip.			

	Photography field trip Leader Risk Assessment Checklist		The Third Age Trust	
Version	Description of changes	Date of change	Review date	
1.0	Original Checklist	22/11/2023	22/11/2024	