



As a Kent Scout Active support Unit, all IMC Hill Walking Activities follow Scout Association POR.

The following information has been taken from [Scout Led Activities Index \(FS120084\)](#) as they are relevant to Hill walking and should be observed and followed at all times.

Activity	POR Rules	Further Guidance	Scouting Permit Required	Extra Third Party Insurance	Notification (HQ) Required
For All Activities	9.1 Activity Rules - Application 9.2 Preparations 9.3 InTouch 9.4 Risk Assessment 9.5 Emergency Procedure	FS120000 Risk Assessment FS120007 Joint Adventurous Activities with Girlguiding UK FS120075 InTouch FS120081 Activity Information Form FS120088 Weather Forecasts in Outdoor Activities Purple Card Safe Scouting and Emergency card Procedures Checklist Safety Checklist for Leaders			
Activity Permits	9.7 Adventurous Activity Permit Scheme	FS120100 Adventurous Activity Permit Scheme FS120103 Adventurous Activity Permit Scheme - Commissioners' Guide			
Adult Groups	9.8 Adult Groups in Adventurous Activities	FS120087 Adult Groups in Adventurous Activities			
Overseas Activities	9.64 Visits Abroad	FS120085 Adventurous Activities Abroad			
Hillwalking	9.26 Hill Walking and Off Road Cycling – Permits 9.27 Hill Walking and Off Road Cycling - Safety 9.28 Terrain Zero Definition 9.29 Terrain One Definition 9.30 Terrain Two Definition 9.32 Party Size	FS120077 Emergency Card FS120409 Route Plan FS120415 Mountaineering With Scouts – The Vital Culture FS120454 Hillwalking AC120834 Assessment Checklist for Hillwalking - Personal	Yes in Terrains One and Two (Personal, Leadership, Supervisory)	<b>No</b>	<b>No</b>



## In addition to the following Risk Assessment:

- In all cases, routes are planned to suit the ability of the group and individuals in it.
- In all cases, walking parties are the control and management of assessed and scout qualified group leaders, unless operating under Adults in Adventurous Activities.
- In all cases, Group Leaders need to be carrying out a dynamic risk assessment in an ever-changing environment.
- There is an event First Aider to check regular medication has been taken at appropriate times during the day and to inform Group Leaders of any changes to medication from that on the spreadsheets.
- A nights away permit holder is required for all events and their permit must be appropriate to the activity - wild camping for example.
- A NAN form must be completed and submitted (within the requisite time) prior to all event.
- An In-touch system must be put in place by the event organiser.

## Alternative activities:

The IMC may also include alternative activities within a hill walking event. In such circumstances the activity will be bought-in from a commercial supplier and thus subject to the Risk Assessment and Insurance provided by that supplier. Activities may include:

- Canyoning
- Gorge walking
- Coastering
- Caving
- Horse riding
- Skiing & Snowboarding
- Mountain Biking
- Via Ferrata

The IMC may also run **joint events with the County Climbing Team**. In such cases Group leaders will still be responsible for getting their members to and from the activity site but technical competence for the activity will be handed over to suitably authorised instructors and subject to the Risk Assessment specific to climbing activities, such as:

- Single-pitch and multi-pitch rock climbing
- Single-pitch and multi-pitch ice climbing
- Bouldering
- Abseiling

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## INDEX:

- Page 3 - Weather conditions**
- Page 4 - Terrain and underfoot conditions**
- Page 5 - Equipment**
- Page 6 - Transportation**
- Page 8 - Residential and Camping**
- Page 10 - Emergency procedures**



# INVICTA MOUNTAINEERING CLUB RISK ASSESSMENT FOR SUMMER & WINTER HILLWALKING EVENTS

**Weather Conditions.** NOTE: Winter refers to when winter conditions, including snow and ice, prevail or are forecast and cannot be defined by a time of the year. Snow/ice cover is not the only defining feature: severe cold, high winds and shortened daylight hours should also be considered (This is the Scout Association definition and not that of Mountain Training).

Hazard: Risk	Who is at risk?	Likelihood/ Seriousness	Control Measures	Review and Revise
Adverse Weather: <i>Difficulty walking, Wet clothing, delay, coldness, lightning, flash flooding,</i>	All Participants	Possible Serious	<ul style="list-style-type: none"> <li>Weather reports assessed, and interpreted for Mountain conditions on daily basis</li> <li>Appropriate plan selected for the outing, considering the current and expected weather conditions</li> <li>Consideration made of any water hazards that may be encountered and changes likely with conditions</li> <li>Factsheet FS120088 (weather forecasts) to be complied with once weather forecast obtained.</li> </ul>	
Cold Weather: <i>Hypothermia</i>	All Participants	Possible/ Serious <i>Very serious/ fatal in winter</i>	<ul style="list-style-type: none"> <li>Continual review of weather conditions and of objectives by group leader</li> <li>Appropriate clothing and footwear worn and spares carried by all members</li> <li>Sufficient Food and fluids carried by all members.</li> <li>Instructor awareness and vigilance of participant's condition.</li> <li>Appropriate emergency equipment carried - shelter as a minimum</li> </ul>	
Hot Weather: <i>Eye damage, sun burn, dehydration, heat exhaustion</i>	All Participants	Possible/ Very Serious	<ul style="list-style-type: none"> <li>Sunglasses and hat worn on bright days</li> <li>Sunscreen for face and lips</li> <li>Plenty of fluid - check each group member before leaving base</li> </ul>	
Poor Visibility: <i>Getting Lost</i>	All Participants	Possible/ Serious	<ul style="list-style-type: none"> <li>Leaders suitably experienced and authorised</li> <li>Each group member carries a map, compass and whistle</li> <li>Whole group briefed about the day's route &amp; route card left with responsible person</li> <li>Mobile telephone carried</li> </ul>	
Poor Visibility: <i>Group separation</i>	All Participants	Possible/ Serious	<ul style="list-style-type: none"> <li>Members briefed before leaving base on times when this could happen - poor visibility, summits when there could be more groups and/or members of the public</li> <li>Group leaders and seconds to regularly conduct head count.</li> </ul>	
High Winds: <i>Difficulty walking</i>	All Participants	Possible/ Serious	<ul style="list-style-type: none"> <li>Group leaders to check weather forecast and plan route accordingly</li> <li>Members briefed before leaving base</li> <li>Turn around or take alternative route if required</li> </ul>	
Reflection from Snow: <i>Snow blindness, sun burn</i>	All Participants	Possible/ Serious	<ul style="list-style-type: none"> <li>Brightness of light monitored by group leader</li> <li>Sunglasses to be included in winter kit list and used when required</li> <li>Sun cream to be carried and applied to exposed skin and lips if necessary</li> </ul>	



**Terrain / Underfoot conditions.** *NOTE: Winter conditions refers to when snow and ice cover, prevail or are forecast and cannot be defined by a time of the year. (This is the Scout Association definition and not that of Mountain Training).*

Hazard: Risk	Who is at risk?	Likelihood/ Seriousness	Control Measures	Review and Revise
Walking on – steep ground / uneven paths / wet rock or grass <i>Slips, Trips and Falls causing injury</i>	All Participants	Likely/ Serious	<ul style="list-style-type: none"> <li>• Appropriate footwear used.</li> <li>• Vigilance from the instructor monitoring student's technique.</li> <li>• Good route choice to avoid serious consequences of a hazard</li> <li>• High risk areas highlighted to group, and managed effectively.</li> </ul>	
Walking on steep ground: <i>Rock Fall or dislodging loose rocks stones from above</i>	All Participants	Possible/ Serious	<ul style="list-style-type: none"> <li>• Awareness of hazard by group leaders including possible problems caused by other hill walkers as well as members of own party</li> <li>• Avoid loose areas and route planned to take party away from known areas of rock falls. If necessary re-plan or delay route</li> <li>• Control of the group to avoid risk</li> <li>• Direct and brief party to ensure no stone throwing / trundling.</li> <li>• If area cannot be avoided helmets must be worn.</li> </ul>	
Scrambling on steep ground: <i>Rock Fall from above, Slips, and Falls causing injury</i>	All Participants	Possible/ Serious	<ul style="list-style-type: none"> <li>• Scrambling on graded routes may only take place if the Group Leader has the appropriate endorsement on their permit from their DC or CC</li> <li>• Leaders must never exceed the grade in their permit</li> <li>• Helmets must always be worn on any graded scramble</li> </ul>	
Snow and Ice: <i>Slips, trips and/or falls</i>	All Participants	Very likely/ Very Serious	<ul style="list-style-type: none"> <li>• Ice axes, Crampons and Helmets supplied to all members of the group</li> <li>• Individual knows how to attach crampons to own boots or crampons fitted under supervision at base before the walk begins.</li> <li>• Helmets must be worn on steep ground or when using an ice axe</li> <li>• Members of group given opportunity to walk in crampons and use ice axes on flatter ground before encountering steeper ground</li> </ul>	
Snow & Ice: <i>Avalanche, Ice &amp; Rock Fall</i>	All Participants	Possible/ Fatal	<ul style="list-style-type: none"> <li>• Past conditions and forecast interpreted before going onto the hill to determine the safest route for the prevailing conditions. Requires approval from senior instructors</li> <li>• Continuous dynamic assessment of actual conditions on the hill.</li> <li>• Use of helmets in high hazard areas</li> </ul>	
River Crossing: <i>Falling into Water</i>	All Participants	Possible/ Serious	<ul style="list-style-type: none"> <li>• River crossings to be avoided as far as possible. An extended route is preferable.</li> <li>• Only crossing of small / minor streams with minimal consequences should be considered</li> <li>• Leader must select suitable crossing points and safeguard crossing of all group members</li> <li>• In winter any soaking should mean immediate abandonment of the route and return</li> </ul>	



<b>Equipment</b>				
<b>Hazard: Risk</b>	<b>Who is at risk?</b>	<b>Likelihood/ Seriousness</b>	<b>Control Measures</b>	<b>Review and Revise</b>
Badly fitting or incorrect boots for the terrain/activity: <i>Blisters or twisted ankles</i>	All Participants	Very likely/ Serious	<ul style="list-style-type: none"> <li>Individuals footwear to be checked before leaving Kent to ensure suitable for terrain</li> <li>Individual to apply plaster/blister plaster from own first aid kit after cleaning wound (All injuries to be checked and redressed, if necessary, on returning to base)</li> </ul>	
Equipment Failure: <i>Injury or curtailment of the activity</i>	All Participants	Possible/ Serious	<ul style="list-style-type: none"> <li>All equipment checked before and after use. Use and inspection of equipment recorded by County Quartermaster</li> <li>Equipment replaced at timescales laid down by manufacturer</li> <li>Participants using own equipment to be checked by Group Leader for suitability and serviceability</li> <li>If necessary, the activity may have to be curtailed if an equipment failure causes an unacceptable safety risk</li> </ul>	
Equipment Loss (or forgotten): <i>Injury or curtailment of the activity</i>	All Participants	Possible/ Serious	<ul style="list-style-type: none"> <li>Participants equipment to be checked by Group Leader before embarking on the activity</li> <li>If necessary, the activity may have to be curtailed if an equipment loss causes an unacceptable safety risk</li> </ul>	
Winter equipment: Ice axes and crampons: <i>Injury caused by the above</i>	All Participants	Possible/ Serious	<ul style="list-style-type: none"> <li>Leaders are trained and assessed in managing groups who are using these tools</li> <li>Group given warning of hazards when walking together</li> <li>Equipment checked before issue to ensure not damaged</li> <li>Instruction on how to safely carry ice axes and crampons on rucksacks</li> <li>Instruction provided by experienced leaders in how to use equipment, ice axe arresting and walking using crampons</li> </ul>	



## Transportation

Hazard: Risk	Who is at risk?	Likelihood/ Seriousness	Control Measures	Review and Revise
Safeguarding:	All Participants	Possible/ Serious	<ul style="list-style-type: none"> <li>• Ensure that suitable adult: child ratios are maintained</li> <li>• Ensure there is an adult in the back of the bus</li> <li>• Keep a register of bus occupants and check it every time before setting off</li> <li>• Ensure First Aider and serviceable first aid kit are on all vehicles</li> </ul>	
Illegal motoring	Driver (s)	Possible/ Serious	<ul style="list-style-type: none"> <li>• Coaches / minibuses sourced from reputable source regularly serviced with seat belts fitted, valid tax, MoT and permits.</li> <li>• Check tyres, fluids, steering, controls wipers, lights and belts before setting off</li> <li>• Vehicle must not be overloaded and suitable for towing (as appropriate)</li> <li>• Driver has suitable valid licence, permits and insurance</li> <li>• Driver must not use a mobile phone while the engine is running</li> <li>• Driver must not be under the influence of drugs or alcohol</li> <li>• Driver must keep to speed limits</li> </ul>	
Safe driving & route choice: <i>Lost, delays</i>	Driver (s)	Possible/ Serious	<ul style="list-style-type: none"> <li>• Ensure all drivers knows the proposed route, especially when travelling in convoy</li> <li>• Carry suitable maps/ sat nav.</li> <li>• Check for delays, diversions, closures and that the route is suitable for the vehicle (low bridges, narrow roads, unmade roads etc.)</li> <li>• Check the weather forecast and road conditions and only set off if safe to complete the journey. Take suitable emergency equipment is required (e.g. snow shovel)</li> <li>• Do not allow passengers to distract the driver.</li> </ul>	
Breakdown: <i>Delays</i>	Driver (s)	Possible/ Very Serious	<ul style="list-style-type: none"> <li>• Vehicles should carry High-vis jackets for drivers (and supervisors) in case of an incident</li> <li>• Ensure there is means of summoning assistance</li> <li>• Be aware of any roadside recovery provision and procedures for contacting them</li> <li>• Stop in as safe a place as possible and turn on hazard lights</li> <li>• Unless unsafe to do so, passengers should disembark and move to a safe place away from the vehicle (ie.e behind barriers on motorway) – <b>under strict supervision.</b></li> </ul>	
Vehicle involved in RTA en-route	All Participants	Possible/ Very Serious/ fatal	<ul style="list-style-type: none"> <li>• Ensure drivers have sufficient breaks during journey - maximum 2 hour shift between breaks/ driver change (this is especially important on the return journey if drivers have been on the hills)</li> <li>• Passengers must sit facing forwards and wear a seatbelt while the vehicle is moving</li> <li>• First Aider and first aid kit on the vehicle</li> <li>• Driving alone or single drivers is to be discouraged and avoided if at all possible.</li> </ul>	



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Accident on vehicle	All Participants	Possible/ Serious	<ul style="list-style-type: none"> <li>No heavy objects in overhead racks</li> <li>Bags not blocking gangways or escape routes</li> <li>Rubbish bags provided to dispose of waste</li> </ul>	
Travel sickness or medical conditions	All Participants	Possible/ Not serious	<ul style="list-style-type: none"> <li>Identify potential issues from health forms</li> <li>Leaders / driver to be informed of potential issues and any medication required</li> </ul>	
Service station breaks: <i>Loss or abduction, Struck by vehicle in carpark</i>	All Participants	Possible/ Very Serious	<ul style="list-style-type: none"> <li>Roll call / head count before continuing journey</li> <li>Identifying any lone participants on a weekend so they can be visually identified during any search at service station</li> <li>Under 18s should be in minimum group sizes of 3</li> <li>Choose suitable parking and supervise [dis] embarkation in small groups</li> <li>Ensure that a muster point and time is communicated to all passengers</li> </ul>	
Loading/ unloading kit and equipment from vehicles: <i>Heavy bags and boxes or sharp equipment</i>	All Participants	Possible/ Serious	<ul style="list-style-type: none"> <li>Ensure heavy bags are picked up by two people</li> <li>Driver to supervise safe loading and unloading</li> <li>Ensure all sharp equipment - crampons &amp; ice axes - are in strong bags or plastic boxes.</li> </ul>	
Towing	Driver (s)	Possible/ Serious	<ul style="list-style-type: none"> <li>Driver must have a suitable, valid licence, permits and insurance</li> <li>Vehicle must be suitable for the kerb weight of the trailer</li> <li>Lights and breaks must always be checked before proceeding</li> <li>Driver to supervise safe loading and unloading</li> <li>The must <u>always</u> be a responsible second to assist the driver when towing</li> </ul>	



# INVICTA MOUNTAINEERING CLUB RISK ASSESSMENT FOR SUMMER & WINTER HILLWALKING EVENTS

## Residential & Camping - A NAN form must be completed and submitted prior to all events

### Residential

Hazard: Risk	Who is at risk?	Likelihood/ Seriousness	Control Measures	Review and Revise
Fire: <i>Carbon monoxide poisoning, burns</i>	All Participants	Possible/ Very Serious	<ul style="list-style-type: none"> <li>Follow all fire evacuation procedures provided by the centre</li> <li>Ensure that fire doors are unlocked and note locations of extinguishers</li> </ul>	
Cooking: <i>Fire, carbon monoxide poisoning, burns and scalds</i>	All Participants	Possible/ Serious	<ul style="list-style-type: none"> <li>Follow all instruction provided by the centre</li> <li>Restrict numbers allowed in the cooking area</li> <li>Ensure suitable first aid is available</li> </ul>	
Safeguarding:	All Participants	Possible/ Serious	<ul style="list-style-type: none"> <li>Ensure that suitable sleeping and privacy arrangements are put into place</li> <li>No mixed rooms (unless sufficient privacy and separation can be ensured)</li> <li>Establish suitable procedures for toilet and shower facilities to avoid mixed use</li> <li><i>NOTE: mixed include male/female and under 18/over 18</i></li> </ul>	

### Camping - If wild camping, Group Leaders must camp within the scope of their authorisation

Hazard: Risk	Who is at risk?	Likelihood/ Seriousness	Control Measures	Review and Revise
Missing or unsuitable equipment: <i>Tent cannot be erected or hot food/drink made</i>	All Participants	Possible/ Not serious	<ul style="list-style-type: none"> <li>Provide comprehensive kit list</li> <li>Check equipment before departure</li> <li>For wild camping, provide suitable additional equipment if necessary</li> </ul>	
Public campsites: <i>Unwarranted interest from strangers</i>	All Participants	Possible/ Serious	<ul style="list-style-type: none"> <li>Ensure group camps together</li> <li>Under 18s must visit the facilities in pairs</li> </ul>	
Darkness: <i>Losing tent or injury</i>	All Participants	Possible/ Serious	<ul style="list-style-type: none"> <li>Establish procedures for night time visits to the facilities</li> <li>Ensure geography local is understood in daylight (especially)when wild camping</li> <li>Always take a torch</li> <li>Mark the tents with snap lights if necessary</li> </ul>	





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Weather: <i>Cold, wet, wind</i>	All Participants	Possible/ Serious	<ul style="list-style-type: none"><li>• Consider the forecast when selecting a (wild) camp site</li><li>• Ensure that equipment is suitable for forecast conditions</li><li>• Ensure that tents are pitched correctly</li><li>• Establish controlled abandonment procedure in emergencies</li></ul>	
Cooking in tents: <i>Fire, carbon monoxide poisoning, burns and scalds</i>	All Participants	Possible/ Serious	<ul style="list-style-type: none"><li>• Do not allow cooking in tents (in shelter of fly may be permitted if suitable)</li><li>• Do not allow liquid fuel stoves (for u18 gas only)</li><li>• Have suitable first aid(er) available at all times</li></ul>	
Infected Water: <i>Water-borne disease: Stomach upset, diahorrea, flu like symptoms</i>	All Participants	Possible/ Serious	<ul style="list-style-type: none"><li>• Camp near a suitable water source or stand pipe</li><li>• Always boil, filter or chemically treat all drinking water on wild camp sites</li><li>• Instruct participants to see their doctor if they develop flu-like symptoms after a camping trip, particularly wild camping.</li></ul>	



## Emergency Procedures – benightment, injury & medical issues

In all cases:

- Ensure that a route card including ETA is left on site or with a responsible adult.
- Ensure that all leaders know the procedure in the event of an overdue party or emergency so support can be given if necessary.

Hazard: Risk	Who is at risk?	Likelihood/ Seriousness	Control Measures	Review and Revise
Emergency scenario (Due to illness, injury or benightment): <i>Delay, cold, trauma</i>	All Participants	Possible/ Serious	<ul style="list-style-type: none"> <li>• Emergency cards should be carried by all participants who should be briefed on how to use them</li> <li>• Leaders must carry mobile phone and know procedure for contacting emergency services</li> <li>• Leaders should carry contact details for other parties on the event and contact if delayed or involved in an emergency</li> <li>• See below regarding suitable food, shelter and First Aid for emergency scenarios</li> </ul>	
Injury: <i>Group being delayed or getting cold. Evacuation of injured person required</i>	All Participants	Possible/ Serious	<ul style="list-style-type: none"> <li>• At least one party member must have suitable First Aid training and a comprehensive First Aid kit</li> <li>• Leaders must consider the welfare of the whole party and not just the injured person</li> </ul>	
Illness: <i>Group being delayed or getting cold. Evacuation of ill person required</i>	All Participants	Possible/ Serious	<ul style="list-style-type: none"> <li>• Medical information required by event organiser and group leader</li> <li>• Individuals carry own medication - group leader must be informed</li> <li>• Extra warm clothing carried to be used in the event of an enforced stop</li> <li>• Group shelter carried to be used in the event of an enforced stop</li> <li>• Hot drinks and snacks eaten in the event of an enforced stop</li> <li>• Emergency rations to be carried by all participants</li> </ul>	
Darkness: <i>Group being delayed, getting lost, or a member suffers a trip / fall</i>	All Participants	Possible/ Serious	<ul style="list-style-type: none"> <li>• Experienced and qualified group leaders to reducing risk of getting lost or overdue.</li> <li>• Sun set time known by all groups before leaving base</li> <li>• Group all carry head torches and spare batteries</li> <li>• Realistic plan for the day with cut short options.</li> </ul>	
Other hill walkers:	All Participants	Possible/ Serious	<ul style="list-style-type: none"> <li>• If assisting another party on the hill, leaders must consider their own group first (see all of the above points)</li> </ul>	