

## GREAT GLEN U3A OUTINGS RISK ASSESSMENT

<b>Type of Outing</b>	
<b>Destination / location</b>	
<b>Date</b>	
<b>Organiser / Leader</b>	

		Ye s	No	N/A	Comments
<b>Participants</b>					
1	Checked fit to participate, physically and mentally?				
2	Emergency contacts for all?				
<b>Transport, if applicable</b>					
1.	Vehicle(s) accessible / safe?				
2	Suitably experienced driver(s)?				
3	Suitable toilet facilities/stops?				
4	Workable timetable agreed and communicated?				
5	Suitable catering on board/stops?				
<b>Pedestrian travel</b>					
1	Route checked for access and safety underfoot / above ground?				
2	Dangers from moving vehicles, livestock, other people etc effectively managed?				
3	Exposure to hot / cold weather, precipitation or other hazards effectively managed?				
<b>Destination</b>					
1.	Checked for access all levels (inc. disabled) and feasibility?				
2.	Suitable, accessible toilets?				
3	Suitable catering?				
<b>General</b>					
1	Suitable checks planned to ensure no-one lost?				
2	Emergency contacts protocol in case someone missing?				
3	Plan to deal with accidents?				
<b>Other (please specify)</b>					

**Completed by** .....

**Date** .....