

MADELEY & DISTRICT U3A**OUTDOOR ACTIVITY - RISK ASSESSMENT CHECKLIST FOR WALKING GROUP COORDINATORS**

This checklist is to help in the planning for an outdoor walking activity. This isn't an exhaustive list, so think carefully about any specific risks you may encounter. The form is required to be completed **once** by the Group Coordinator and should be resubmitted on change of Group Coordinator or in the event of a material change in the scope of activity.

If any of the risks below require a "No" response, you should contact a committee member to agree mitigation actions as soon as possible.

	Risk Assessment Checklist	Yes	No	N/A
General	All members should be advised that they are responsible for their own health and safety	✓		
Prior to Walk	Provide details of general route, starting point and time and approximate return time	✓		
	Advise length, difficulty of terrain and stiles and other hazards	✓		
	Ensure all participants understand that they should withdraw from the event if they have any health concerns which will hinder participation or could be transmitted to other participants.	✓		
On the day				
	Carry an emergency First Aid Kit.	✓		
	Maintain a register of attendees.	✓		

Group Coordinator - Name MICHAEL STEAD

Signature M. Stead

Date 24/08/2023

You should forward a copy of this completed form to the Madeley U3A Secretary, retaining a copy for yourself.