



RISK ASSESSMENT FOR:	JUBILEE CENTRE	DATE OF LAST REVIEW:	02 ND JULY 2026
LOCATION:		LAST REVIEWED BY:	CHARLIE PIKE, OPERATIONS MANAGER

HAZARDS	RISKS	WHO IS AT RISK	CONTROL MEASURES	MONITORED BY
Fire.	Injury or death in the event of a fire.	All persons entering or using the premises.	In the event of a fire you should raise the alarm, get out, stay out and call the fire brigade. Please ensure all of your group are aware of the fire evacuation procedures. The fire assembly point for the whole site is at the flagpole in the centre of the field. Only use fire fighting equipment to aid your escape - do not attempt to extinguish the fire. The fire alarm system is checked on a weekly basis with call points checked on a four week cycle. Fire doors are also checked on a weekly basis. Firefighting media & emergency lighting is checked on a monthly basis. Any faults found during regular checks are recorded and rectified.	Butchers Coppice Operations Team. All persons entering or using the premises.

Butchers Coppice Scout Camp & Activity Centre

Holloway Avenue, Bournemouth, BH11 9JW

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HAZARDS	RISKS	WHO IS AT RISK	CONTROL MEASURES	MONITORED BY
Access & egress.	Slips, trips & falls. Obstructed doorways or walkways.	All persons entering or using the premises.	Jubilee Centre exterior and interior inspected regularly, any damage or defected to be recorded and rectified. Wet floor sign present and to be used after mopping the floor or spillage. Obstructions from inside or outside doorways to the building to be removed. Signs in place by fire exit to deter people parking cars blocking ramp exit.	Butchers Coppice Operations Team. All persons entering or using the premises.
Kitchen & kitchen equipment.	Injury from hot surfaces, electrical equipment or utensils. Food Contamination.	All persons entering or using the kitchen.	Kitchen equipment to be inspected and maintained. Only suitable, responsible people to use the kitchen and kitchen equipment. Appropriate signage in place in kitchen,	Butchers Coppice Operations Team. All persons entering or using the premises.
General hygiene.	Sickness from poorly cleaned premise. Bed bugs & other infestations.	All persons entering or using the premises.	Regular cleaning of the building actioned by our staff cleaner and other staff where necessary. Visitors are informed of cleaning arrangements upon arrival and are responsible for the hygiene of the building during their use.	Butchers Coppice Operations Team. All persons entering or using the premises.
Water quality.	Dead legs of pipework, internal water supply.	All persons entering or using the premises.	Control procedures in place to ensure reduction of possible bacterial growth in identified areas such as a flushing regime in place to actively manage the Legionella risk.	Butchers Coppice Operations Team.

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Electrical equipment.	Injury from faulty or damaged electrical equipment.	All persons entering or using the premises.	All equipment should be checked prior to use and well maintained (PAT would be desirable but not essential) - all circuits protected by ACD and RCD additional RCD should be used if appropriate to risk. MCB (Miniature Circuit Breaker).	Butchers Coppice Operations Team.
Bunk beds.	Falling from height	All persons entering or using the premises.	Condition of furniture within the building is inspected regularly, faults & damage are recorded and rectified. Group leaders are responsible for ensuring correct use of bunk beds by their group. Minimum age limit for use of the upper bunk of the bunk beds is 6 years old.	Butchers Coppice Operations Team. Group Leaders
Showers.	Scalding. Slips, trips & falls.	All persons entering or using the premises.	All showers are thermostatically controlled. Shower areas are inspected regularly, defects are recorded and rectified.	Butchers Coppice Operations Team. All persons entering or using the premises.
Carbon Monoxide (CO) Poisoning.	Exposure to toxic carbon monoxide from gas boilers, water heaters, or kitchen appliances.	All persons entering or using the premises.	Ensure commercial gas appliances are serviced annually by a Gas Safe engineer. Install audible CO alarms in rooms with gas appliances and sleeping areas, and test them regularly alongside fire alarms.	Butchers Coppice Operations Team.
Building Security &	Unauthorised intruders entering the	The building and	The main door has a thumb-turn lock which is secure,	Building occupants &

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Unauthorized Entry.	building, leading to theft, assault, or safeguarding breaches.	persons using the premises.	easily operable to lock from the inside, so guests can lock out intruders at night without compromising emergency fire escape routes. When not in use the building should be locked, alarmed and windows closed.	Butchers Coppice Staff.
Hazardous Substances (COSHH).	Guests (especially children) accessing and ingesting or getting chemical burns from cleaning products left in the kitchen or bathrooms.	All persons entering or using the premises.	No cleaning chemicals should be left within the building.	Butchers Coppice Staff.
First Aid & Emergency Contact.	Delay in treating injuries or contacting emergency services/on-site staff.	All persons entering or using the premises.	Guests using the premises should provide their own first aid provisions including a qualified first aider. Clear information is provided to groups during check in regarding local emergency facilities, including ED departments, as well as emergency contact details for site staff.	Building occupants & Butchers Coppice Staff.

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UPDATES KEY

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Removed text is highlighted and strike through

Changes and redactions are only carried over 1 version

Date Last Modified	Modified By	Notes
02/07/2026	Charlie Pike, Operations Manager	Included new missing hazards; Carbon Monoxide (CO) Poisoning, Building Security & Unauthorized Entry, Hazardous Substances (COSHH) and First Aid & Emergency Contact.

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