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Prepared by: Alex Wilkes, Director

Version: 8.0



Risk Management Statement

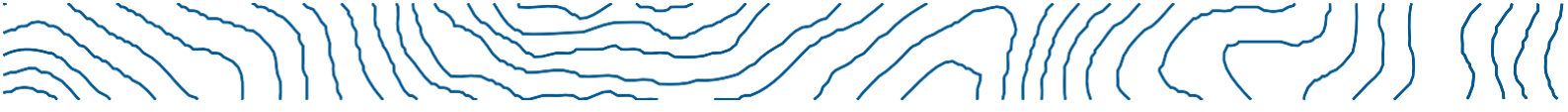


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Introduction

School of Outdoors (SoO) recognise the need for education establishments to assure themselves, that the quality and safety of our activity provision and our risk analysis and management systems are adequately robust. The purpose of this document is to help School organisers by providing the information usually required.

Adventure Activities License

At School of Outdoors, we believe that the safety of outdoor activities is best assessed by the experience and expertise of the [Adventure Activities Licensing Service \(AALA\)](#).

(HSE). The inspection process covers the safety management of activities, which includes risk assessments, staff qualifications and the maintenance of equipment associated with the activities. School of Outdoors undertakes to perform to the requirements and guidance of the Licensing Service and its inspectors.

Licence Number	Reference Number	Expiry Date
L76563	R2563	24 August 2027

Paddle Sports Technical Advisor

To ensure the highest standards of safety, training, and quality assurance in our paddle sports activities, School of Outdoors engages a qualified Technical Advisor. This advisor supports us in maintaining up-to-date documentation, overseeing training requirements, and conducting quality assurance assessments. Their expertise helps us align with industry best practices and regulatory standards, ensuring that our paddle sports provision remains safe, effective, and professionally managed.

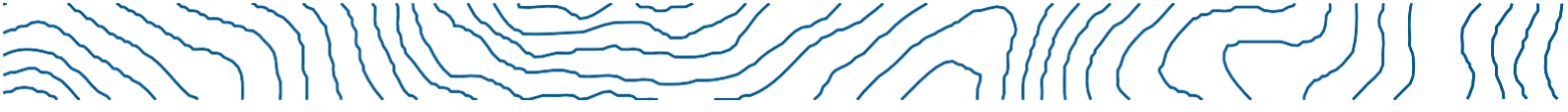
- [Adam Burns](mailto:adventurecoachingscotland@gmail.com) - adventurecoachingscotland@gmail.com

Acknowledgement of Risk

School of Outdoors is committed to taking all reasonable steps to ensure the health and safety of all participants during our activities. However, outdoor and adventurous activities inherently involve an element of risk that cannot be entirely eliminated.

While we follow industry best practices to minimise risks, participants should be aware that minor injuries such as grazes, sprains, and bruises can occur. Although the likelihood of serious injury is low, it is not impossible. This statement is not a disclaimer but ensures that education establishments and participants understand the inherent risks before engaging in activities with us.

All participants undertaking activities organised by School of Outdoors are asked to



acknowledge the residual risk inherent in adventurous activities prior to their visit.

Risk Assessments and Risk Benefit Analysis

School of Outdoors has a Health & Safety policy along with this Risk Management policy which include generic risk/benefit analysis supported by site specific risk assessments. These are updated regularly and reviewed annually and are online and are available for inspection at any time.

In addition, daily risk assessments are carried out at morning briefings to take into account forecasted weather, staff qualifications, equipment availability, group abilities and the planned activity. The education establishments staff are welcome to attend and contribute to these meetings. Dynamic risk assessments are carried out by activity staff during the activity to take into account local conditions and other continually changing factors.

Where it has been deemed that the conditions are such that the risk of serious injury cannot be appropriately managed (i.e. due to poor weather or flooding etc.) then the activity will be modified.

Insurance

School of Outdoors holds insurances listed below, as required by law. We strongly recommend participants make their own provision for personal accident, travel and cancellation cover should they consider it appropriate.

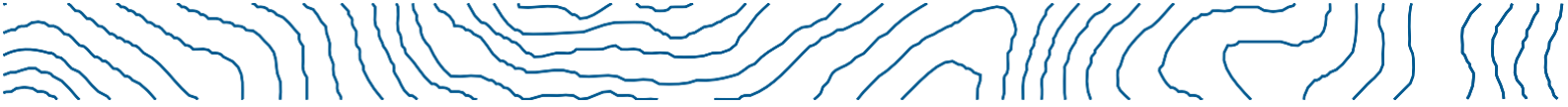
Insurance Provider:	Sportscover Europe Limited
Public & Products Liability	£5 million Limit of Indemnity
Employer's Liability Insurance:	£10 million Limit of Indemnity
Professional Indemnity	£1 million Limit of Indemnity
Expire Date:	12/09/2026

Staff Competence

All Instructors leading our activities will hold the relevant National Governing Body qualification or have been assessed as competent by an appropriately experienced and qualified person as required by the Licensing Service. Copies of certificates are available on site for inspection.

Transfer of Responsibilities

The School of Outdoors Couse Director has overall responsibility for the education establishments participants at all times during the activity. This includes the programme, equipment, facilities and for operating the company's legal requirements. School of Outdoors staff will be responsible for the safety and management of participants on all activities provided by School of Outdoors.



It is essential that the education establishments provides information regarding individuals and offer appropriate support to enable School of Outdoors staff to properly perform their duties.

If, at any time, visiting staff from the education establishments are unhappy about an activity it is essential that they make their concerns known to School of Outdoors staff at the earliest opportunity. Visiting education establishments staff may insist that any activity does not continue on the grounds of physical or psychological harm, or that the activity is not commensurate with their planned outcomes.

Supervision when not on activities

School of Outdoors operates two pastoral options.

A full pastoral option for education establishments. When this option is selected then School of Outdoors remains responsible for the education establishments participants from the moment parent or carers drop their child off to the point that they are collected.

Transfer of pastoral responsibility back to the education establishments visiting staff. If this option is selected the Course Director will hand back pastoral responsibility once the activity for the day is over. At this point all School of Outdoors staff will leave the venue and return the following day when multiday activities are booked. This includes the requirement for the education establishments to hold valid insurance and follow their own policies and guidance. The non-activity part of a trip for example sleeping in a tent on a campsite is classed as non-activity. School of Outdoors does not take any responsibility for anything that occurs during this time.

Child Protection & Safeguarding of Vulnerable Adults

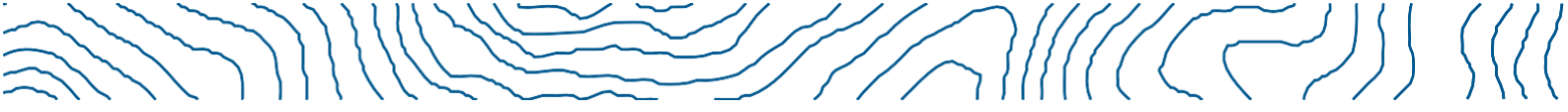
We do not accept any member of staff who has committed any crimes against children or vulnerable adults. Any other Police Records of Convictions, cautions, reprimands and warning listed will be assessed by the company directors and a risk assessment completed if required.

All Company Directors and hiring staff complete Safer Recruitment in Education Training and all staff involved with working directly with children are required to complete an online Safeguarding Training within the last two years.

Transport

Risks associated with transport are managed through a combination of School of Outdoors policies, which are available to education establishments on request.

The Lone Working policy (including transporting children and young people in vehicles) sets out the requirements for any journey involving young people, including parent/carers consent, driver qualifications and insurance, vehicle roadworthiness, and safeguarding expectations.



The Driving Policy sets out the standards expected of anyone driving on behalf of School of Outdoors.

The Child Protection and Safeguarding policy applies to all journeys and governs the conduct of staff with young people.

The Health and Safety policy and Risk Management policy require that transport is considered within the risk assessment for each activity or placement.

Adverse Weather Plan sets out how we respond to travel disruption. If an incident occurs during a journey, it is reported and managed in line with these policies.

Version Control

Version	Author	Summary of Changes	Date
1.0	Dominic Taylor	Policy created	01/09/2019
2.0	Dominic Taylor	Full Review	06/04/2021
3.0	Dominic Taylor	Full Review	06/04/2022
4.0	Jonathan Hitchinson	Full Review	01/03/2023
5.0	Jonathan Hitchinson	Full Review	01/09/2023
6.0	Jonathan Hitchinson	Full Review	01/10/2024
7.0	Jonathan Hitchinson	Full Review	10/09/2025
8.0	Alex Wilkes	Full Review	16/10/2026