

## **RISK MANAGEMENT SUMMARY From a Licensed Provider**

The following is our risk management summary. The purpose of this summary is to satisfy clients that our risk analysis and management schemes are adequately robust, and are satisfactory for Category C Approvals.

Category C Approval is automatically granted for Grendon Outdoor Learning Centre visits provided that:

1. You have EVC, Head teacher and Governor approval
2. You have risk assessed the journey to and from Grendon Outdoor Learning Centre
3. You have a member of staff on site as the Schools contact as the Grendon phone number is not monitored outside of office hours.

### **PROVIDER / CENTRE DETAILS**

NAME	Grendon Outdoor Learning Centre
PROVIDER	Northamptonshire County Council
WEBSITE	<a href="http://www.northamptonshire.gov.uk/grendon">www.northamptonshire.gov.uk/grendon</a>
EMAIL	<a href="mailto:grendon@northamptonshire.gov.uk">grendon@northamptonshire.gov.uk</a>
TELEPHONE	01933 666830

### **ADVENTURE ACTIVITIES LICENCE DETAILS**

The holding of an Adventure Activities Licence means that Grendon Outdoor Learning Centre has been inspected by the Adventure Activities Licensing Authority (AALA) and our risk analysis and management systems were found to be at least satisfactory. More about what holding a licence means can be found on the Licensing Authority's website [www.aala.org.uk](http://www.aala.org.uk).

REFERENCE NO: R0099  
LICENCE NO: L13459  
DATE LICENCE EXPIRES 18/06/2019

### **STAFF COMPETENCE AND QUALIFICATIONS**

All staff will either hold a relevant National Governing Body (NGB) qualification, or a statement of competence signed by an appropriately experienced and qualified person consistent with the requirements of the Licensing Regulations. Copies will be available for inspection on site.

## **CHILD PROTECTION AND DBS**

Our policy is consistent with current good practice and meets current statutory requirements. Disclosure and Barring Service checks are carried out on all staff.

## **SUPERVISION**

The legal Duty of Care is with the visiting Leader / Teacher  
Centre staff are on duty – 24 hours

## **RISK ASSESSMENTS**

Inspected as part of our Adventure Activities Licence and available on site for inspection (we do not send out risk assessments for individual activities as the actions are for our staff)

We do state however that there be an appropriate adult per group to manage behaviour.

## **FIRST AID**

All Centre Staff hold current first aid qualifications to the required standard.

## **INSURANCE**

<b>Insurance Company</b>	QBE Insurance (Europe) Limited
Policy Number	Y083149QBE0117A
Expiry Date	30 <sup>th</sup> September 2018

### **Amount of Cover:**

Employers Liability	No less than £5 million
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<b>Accident cover:</b>	Provided for NCC groups – check detail via <b>01604 237037</b> .
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<b>Clients personal property cover.</b>	Provided for NCC groups – check detail via <b>01604 237037</b> .
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**[ncc-insurance@northamptonshire.gov.uk](mailto:ncc-insurance@northamptonshire.gov.uk)**

## **FIRE PROTECTION**

Fire Safety Log Book Available on site for inspection

Fire drills carried out Weekly

## **TRANSPORT**

Provided	On site only / to activity sites
Type	Minibus – lease
Comply with	Current legislation and NCC requirements
Drivers Qualification	MIDAS
Permit Holder	Lease company through NCC
Vehicle maintenance	Lease company through NCC - Calmac

## **EQUIPMENT**

Specialist equipment provided. All equipment will be fit for purpose and is inspected as part of our Adventure Activities Licence. Records of equipment checks will be available for inspection on site.

## **ACCOMMODATION**

Accommodation facilities are provided to a comfortable standard. Rooms are dormitory style with separate sleeping accommodation for leader bedrooms.

## **PROVISION OF FOOD**

Grendon Outdoor Learning Centre has achieved a five star rating in the Scores on the Doors – Food Hygiene star rating by the Borough Council of Wellingborough in September 2015.

The Scores on the Doors food hygiene scheme gives a star rating ranging from no stars (very poor) to 5 stars (excellent) using information gathered by environmental health practitioners during food hygiene inspections.

## **COURSE CONTENT**

Course content will be agreed with the client in advance.

## **DECLARATION**

I declare that the information above is accurate

Jarrold Anderson

Centre Manager

Date 06/04/2017