



Be RISK AWARE, be SCOUT SAFE this winter!

Cold temperatures and icy conditions can present our bodies with challenges like hypothermia, lack of dexterity (the ability to perform tasks with our hands etc.) and the spread of the common cold. Fire and burn hazards can arise from how we choose to heat our environment. An unexpected 'dip' in the river can lead to a dilemma if no spare dry clothes are available.

Careful planning and supervision by Leaders makes a big difference in avoiding serious injury.

Enclosed you will find one poster for your Scout

Hall and 10 pamphlets to be folded like a **concertina as shown in the photo**. The hints included might seem like common sense to you however the messages are actually inspired by real incidents and have been developed with input from your Health and Safety Committee member.



Please use these materials as talking points and distribute them to adult and youth members. Your Region Office has additional copies so don't be shy to ask for more copies.

[Please turn over to see what other resources are available to manage workplace and recreational health and safety.](#)

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Scout Movement

Hints for Group leaders on managing health and safety risks

Please explore the health and safety information on the Scouts NSW website if you have not already done so. All information including the incident form can be reached from the health and safety page which is under the Member Services tab.

Here are a few pointers to start you off:

1. Report Incidents & address hazards

- Report all **injuries, illnesses and near misses** (where an incident occurs and no-one is injured).
- Group Leaders might be asked to investigate incidents and take corrective actions around the Scout Hall. A new incident reporting form is coming soon to improve the work flow.
- Be on the look-out for hazards around the Scout Hall. Have safety as a standing agenda item at all your meetings. **Prompt** adults and youths to share their observations, and to consult with them on how safety can be improved.
- If your Scout Hall is hired by groups other than Scouts, be sure to keep them informed of any changes planned around the property, or maintenance work that could affect them.

2. Volunteer working bees

If you are planning a working bee at your Scout Hall, make sure you or a delegate conducts a risk assessment beforehand. An **example** risk assessment for working bees is available on the Scouts website but it must be edited to account for your particular situation.

Volunteer work is covered by WHS laws so be familiar with the steps required by SafeWork NSW if someone is seriously hurt. Read the article '*What if an incident occurs under my watch?*' under FAQs' on the health and safety pages of the Scouts NSW website. The written risk assessment will be an important part of the investigation.

3. Procedures and forms are at your fingertips.

Health and Safety page on the Scouts NSW website:

<https://www.nsw.scouts.com.au/members-services/health-and-safety/>

Even as a volunteer organisation, Leaders have ethical and legal responsibilities for the health and safety of adult of youths. If you would like individual assistance, please contact me. I will try my best to provide Leaders with tools and guidance to fulfil these responsibilities with the least effort possible. But the efforts of leaders like yourselves will still make the biggest difference!

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