



## **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 Hall visits provided that:

1. You have EVC, Head teacher and Governor approval
2. You have risk assessed the journey to and from Grendon Hall

### **PROVIDER / CENTRE DETAILS**

NAME	Grendon Hall
PROVIDER	Northamptonshire County Council
WEBSITE	<a href="http://www.grendonhall.org.uk">www.grendonhall.org.uk</a>
EMAIL	<a href="mailto:enquiries@grendonhall.org.uk">enquiries@grendonhall.org.uk</a>
TELEPHONE	01933 666830
FAX	01933 666836

### **ADVENTURE ACTIVITIES LICENCE DETAILS**

The holding of an Adventure Activities Licence means that Grendon Hall 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:	R099
LICENCE NO:	L7291/R0099
DATE LICENCE EXPIRES	18/06/2010

### **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 CRB**

Our policy is consistent with current good practice and meets current statutory requirements. Criminal Records Bureau (CRB) 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

## **FIRST AID**

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

## **INSURANCE**

<b>Insurance Company</b>	AIG Europe (UK) Ltd
Policy Number	21005063
Expiry Date	31 <sup>st</sup> March 2010

<b>Amount of Cover:</b>	
Employers Liability	No less than £5 million
Public Liability	No less than £5 million
Personal Accident	No less than £5 million

<b>Accident cover:</b>	Provided for NCC groups – check detail via <b>Jackie Dickens on 01604 237037.</b>
------------------------	---

<b>Clients personal property cover.</b>	Provided for NCC groups – check detail via <b>Jackie Dickens on 01604 237037.</b>
---	---

## **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 – Serco lease
Comply with	Current legislation and NCC requirements
Drivers Qualification	MIDAS
Permit Holder	Serco
Vehicle maintenance	Serco

## **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**

Excellent facilities are provided to a high standard. Dormitory style with separate sleeping accommodation for leader bedrooms.

## **PROVISION OF FOOD**

Grendon Hall has achieved a five star rating in the Scores on the Doors – Food Hygiene star rating by the Borough Council of Wellingborough.

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.

5 Stars means “very high standards of compliance with food safety legislation, demonstrating best practice in managing and achieving this”.

## **COURSE CONTENT**

Agreed with the client in advance.

## **DECLARATION**

I declare that the information above is accurate

Signed M Cadman

HEAD OF CENTRE

Date 18 June 2008