

**GLMW Kandersteg 2025
EXPEDITION RISK ASSESSMENT**

**Expedition Leadership Overall Risk Assessment
GLMW Expedition to Kandersteg 2025**

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This Risk Assessment (RA) is aimed primarily at the expedition core team, and the risks that are directly under their control. Members of the core team will also have more detailed RAs prepared for their part of the Expedition, including those cases listed below.

Individual Group Leaders have already been asked to undertake their own RAs, as required by Scout POR. It is assumed that individual Group Leaders, with their Adult Leader Training qualifications and support from their District Lead Volunteers, are capable of monitoring and ensuring the safety and wellbeing of their members during routine activities (e.g. camping, cooking, walking in Kandersteg village).

#	Date Last Reviewed/ Created	Next Planned Review Date	Description	Likelihood	Impact	Risk level	Actions/controls required	Owner	Group Leader's briefed on:	Staff Team briefed on:
1	16-Feb-25	28-Feb-25	Whilst travelling to/from Kandersteg - Risk of accident or injury for those travelling by car	Unlikely	Moderate	Low	1) Explain to drivers that they should break their journey frequently 2) Explain to drivers that that they should be well rested before leaving Kandersteg on their return journey These messages to be reinforced at the final Staff meeting	RW	n/a	dd-mmm-25
2	16-Feb-25	28-Feb-25	Whilst travelling to Kandersteg - Risk of missing the outbound flight for those travelling by air	Unlikely	Significant	Medium	1) Group Leaders to ensure their groups arrive on time to catch the flight and ensure that they pass through the airport in a timely manner 2) Travel Places recommend that Groups arrive at airports 2 hours before their flight-time (there is no fallback for them if they miss the flight) These messages to be reinforced at the final Leaders meeting	Group Leaders	dd-mmm-25	n/a
3	16-Feb-25	28-Feb-25	Whilst travelling to/from Kandersteg - Risk of accident, injury or loss for those travelling by air Risk of losing participants Risk of misbehaviour and drunkenness Potential risk of transport of illegal substances	Possible	Moderate	Medium	1) Group Leaders to ensure their group are well behaved at airports and on flights - these are times when we will be very much in the eye of the Public 2) Group Leaders to brief their group on prohibited items in luggage 3) All Group Leaders will be asked to undertake RAs for their travel safety, and the organisers will provide a template RA from previous International expeditions These messages to be reinforced at the final Leader and Staff meetings	Group Leaders + NC	dd-mmm-25	dd-mmm-25
4	16-Feb-25	28-Feb-25	Whilst travelling to/from Kandersteg - Risk of accident, injury or loss for those travelling by coach Risk of misbehaviour	Unlikely	Moderate	Low	1) Group Leaders to ensure their groups are well behaved on the coaches 2) All Group Leaders will be asked to undertake RAs for their travel safety, and the organisers will provide a template RA from previous International expeditions These messages to be reinforced at the final Leader and Staff meetings	Group Leaders + NC	dd-mmm-25	dd-mmm-25
5	16-Feb-25	28-Feb-25	Risk of air transportation arriving late & missed outbound connections to coaches	Likely	Minor	Medium	1) Coaches will wait for people to arrive from the flights 2) There will staff members pointing the way at Geneva and Zurich airports These messages to be reinforced at the final Leader and Staff meetings	DC	dd-mmm-25	dd-mmm-25
6	16-Feb-25	28-Feb-25	Risk of coach transportation arriving late & missed return flight connections at Zurich, Geneva & Basel	Unlikely	Significant	Medium	1) The organisers and Travel places have scheduled all coaches to arrive at airports at least 2 hours before flight time 2) Group Leaders to be advised of how to contact Travel Places and arrange alternative flights if there are significant delays	DC	dd-mmm-25	n/a
7	16-Feb-25	28-Feb-25	Loading the baggage trucks: Risk of accident/injury	Possible	Moderate	Medium	1) Recruitment of adequate team to sort & load baggage 2) Team to complete Manual Handling training 3) No items that cannot be comfortably handled by two people to be allowed on the trucks - Group Leaders to be advised of this 4) Arrange forklift assistance, if possible (unlikely for loading in Kandersteg) 5) PPE kit to be obtained, checked and worn during loading 6) Careful management of team during loading, including adherence to RA controls 7) Loading areas to be kept free of "spectators" and untrained staff Separate RA to be written and communicated by Site Services team	TK	dd-mmm-25	n/a

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8	16-Feb-25	28-Feb-25	Unloading the baggage trucks: Risk of accident/injury	Possible	Moderate	Medium	1) Recruitment of adequate team to unload baggage 2) Team to complete Manual Handling training 3) No items that cannot be comfortably handled by two people to be allowed on the trucks - Group Leaders to be advised of this 4) Arrange forklift assistance, if possible (unlikely for unloading in Kandersteg) 5) PPE kit to be obtained, checked and worn during unloading 6) Careful management of team - including any KISC staff assigned to help - during unloading, including adherence to RA controls 7) Unloading areas to be kept free of "spectators" and untrained staff. Separate RA to be written and communicated by Site Services team	TK	dd-mmm-25	n/a
9	16-Feb-25	28-Feb-25	Late arrival of baggage trucks at KISC	Unlikely	Significant	Medium	1) Trucks are being despatched several days ahead of the groups, which should ensure the baggage arrives first 2) Group Leaders are being told to not pack any items that could cause customs delays (e.g. batteries) and to provide accurate inventories in case of customs queries 3) KISC will be asked about the emergency supply of temporary group equipment and/or an overnight sleeping area if personal kit has not arrived	RW	n/a	n/a
10	16-Feb-25	28-Feb-25	Complete loss of a baggage truck in transit to KISC	Unlikely	Severe	High	1) Event would be cancelled	RW	n/a	n/a
11	16-Feb-25	28-Feb-25	Illness from food poisoning on site	Possible	Moderate	Medium	1) Group Leaders to be advised that they should store perishable food in cold boxes 2) Clean, labelled freezer blocks in plastic bags may be given to the food team to freeze on behalf of groups 3) Group and Staff cooking leaders to ensure clean and safe food preparation 4) All Group Leaders will be asked to undertake an RA for their food hygiene and safety during storage and cooking, and the organisers will provide a template RA from previous International expeditions 5) In the event of a significant outbreak of food poisoning, the activities of the group(s) affected would be restricted - with advice from KISC - to control the possible spread of illness to other groups Separate RAs to be written and communicated by: - Food team for storage and distribution of supplies to Groups - Site Services team for their food hygiene and safety during storage and cooking	ANM + TK + NC	dd-mmm-25	n/a
12	16-Feb-25	28-Feb-25	Illness from poor hygiene on site	Possible	Moderate	Medium	1) Site Services team to periodically monitor cleanliness of toilet, washing and shower facilities and liaise with KISC to ensure any inadequacies are promptly remedied 2) A small bedroom in the Sunneblick building will be reserved, to be used for accommodating, isolating and monitoring ill participants if required 3) In the event of a significant outbreak of illness, the activities of the group(s) affected would be restricted - with advice from KISC - to control the possible spread of illness to other groups	TK	n/a	n/a
13	16-Feb-25	28-Feb-25	Fire on site	Unlikely	Significant	Medium	1) Group Leaders will be reminded that they are responsible for managing the fire risks on their campsites and in buildings they are occupying e.g. by making sure care is taken when cooking in dining shelters, that fires are off the ground (KISC rule), that there is water available to extinguish fires when cooking, that fire embers are extinguished at night, etc. 2) Smoking is restricted by KISC to permitted, safe outdoor areas 3) Open fires will be banned (by KISC) if/when the Fohn wind increases the risk of fire 4) Site Services team to monitor for fire risks on a daily basis These messages to be reinforced at the final Leaders meeting	Group Leaders + TK	dd-mmm-25	n/a

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14	16-Feb-25	28-Feb-25	Severe weather affecting planned activities	Possible	Significant	High	1) Group Leaders to work with KISC to rearrange cancelled activities where possible or find alternatives, without the need for adventurous activity permits that they don't have 2) If alternative activities are scheduled then the Group Leaders will update their RAs and review them with the Duty Expedition Leader 3) Expedition staff to play a role in ""keeping spirits up"" in the event of persistent bad weather 4) Persistent rain can also cause flooding of some campsites and KISC have duck-boards and other equipment to support Groups in this event 5) In extreme cases, Groups may be moved to an alternative (drier) campsite	Group Leaders + Duty Expedition Leader	n/a	n/a
15	16-Feb-25	28-Feb-25	Activities provided by KISC or their contractors: Risk of accident/injury/loss	Possible	Significant	High	1) Core safety equipment will be provided by KISC/contractors/providers where necessary (e.g. helmets for climbing) 2) KISC/contractors are also responsible for the safety and risk management of activities that they provide - however, Group Leaders MUST stop any activity which they believe to be unsafe 3) Group Leaders to ensure that young people are appropriately equipped for activities, including any equipment deemed necessary by the KISC/contractor staff 4) Whenever a group is not being managed by KISC/contractor staff on the periphery of an activity, the Group Leaders must supervise their group in accordance with POR and the directions of the KISC/contractor activity leader 5) Group Leaders to dynamically risk assess unplanned situations as they arise and act accordingly These messages to be reinforced at the final Leaders meeting	Group Leaders	dd-mmm-25	n/a
16	16-Feb-25	28-Feb-25	On-site activities run by expedition staff (e.g. GLMW Opening/Closing ceremonies, GLMW Disco/Karaoke): Risk of accident/injury	Unlikely	Moderate	Low	1) Group Leaders will be briefed on the safety measures for on-site programme activities, on the day before they take place at KISC Separate RAs to be written and communicated by Programme team	GV	n/a	n/a
17	16-Feb-25	28-Feb-25	Activities run by Group Leaders: Risk of accident/injury/loss	Possible	Significant	High	1) The organisers will not run any adventurous activities for groups, unless an individual staff member is temporarily acting as one of a group's leadership team under the management of the group's Leader-in-charge and with the approval of the relevant DLV 2) The K2025 Group Leader-in-charge responsibilities document has highlighted to Group Leaders that they must obtain the appropriate permits for any adventurous activities, prior to departure 3) DLVs have been told, both in writing and verbally, that they are responsible for verifying these permits and when groups are making activity bookings we will verify that they have the necessary permits and RAs for the proposed self-led adventurous activities (in accordance with the permit requirements agreed between KISC and UK Scout Headquarters) 4) If the core team become aware that Groups are not adhering to relevant activity rules or the agreed risk controls we will review and if necessary, stop, those activities 5) KISC have procedures in place to ensure that they know that groups have returned from hiking activities and to arrange the necessary assistance for any groups that have not returned on time These messages to be reinforced at the final Leaders meeting, verbally and in writing	Group Leaders + DLVs +GV +KISC	dd-mmm-25	n/a
18	16-Feb-25	28-Feb-25	Travel in Switzerland to/from activities by coach: Risk of accident, injury or loss; together with misbehaviour and reputational issues	Unlikely	Moderate	Low	1) Group Leaders to ensure their groups are well behaved on coaches 2) All Group Leaders will be asked to undertake RAs for their travel safety, and the organisers will provide a template RA from previous International expeditions These messages to be reinforced at the final Leader meeting	Group Leaders + NC	dd-mmm-25	n/a

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19	16-Feb-25	28-Feb-25	Travel in Switzerland to/from activities by train: Risk of accident, injury or loss; together with misbehaviour and reputational issues	Possible	Moderate	Medium	1) Group Leaders to ensure their groups are well behaved on trains 2) All Group Leaders will be asked to undertake RAs for their travel safety, and the organisers will provide a template RA from previous International expeditions These messages to be reinforced at the final Leader meeting	Group Leaders + NC	dd-mmm-25	n/a
20	16-Feb-25	28-Feb-25	Travel in Switzerland to/from activities on foot: Risk of accident, injury or loss; together with misbehaviour and reputational issues	Possible	Moderate	Medium	1) Group Leaders to ensure their groups are well behaved when walking together 2) Group Leaders to remind young people of being aware that vehicles in Kandersteg travel on the "wrong" side of the road. These messages to be reinforced at the final Leader meeting	Group Leaders	dd-mmm-25	n/a
21	16-Feb-25	28-Feb-25	Late returns from activities causing possibly very late meals	Likely	Minor	Medium	1) Late returning groups to contact the food team via the helpdesk, to arrange late food collection 2) Staff catering team to help with cooking for groups returning very late	TK + ANM	n/a	n/a
22	16-Feb-25	28-Feb-25	Group Leaders not following Safe Operating Procedures: Risk of accident/injury/loss	Possible	Moderate	Medium	1) DLVs have approved the Group Leaders-in-charge and will be required to provide signoff that the Group has sufficient trained leaders, suitable programme plans, risk assessments and activity permits (where required by the programme) before the Group leave 2) DLVs have been informed of this and have accepted these responsibilities 3) Group Leaders have been informed of their responsibilities and must complete the planning and signoff process with their DLV	DLVs + Group Leaders	n/a	n/a
23	16-Feb-25	28-Feb-25	Unstructured time for young people: Risk of accident/injury/loss	Likely	Moderate	High	1) Group Leaders, with their Adult Leader Training qualifications and approved by their DLVs, are capable of monitoring and ensuring the safety and wellbeing of their members during routine activities 2) The Group Leader's safe management of the group will include appropriate RAs and controls for unstructured activities/time 3) The organisers will also provide a template RA from previous International expeditions, including recommended controls for unstructured activities/time These messages to be reinforced at the final Leader meeting	Group Leaders + NC	dd-mmm-25	n/a
24	16-Feb-25	28-Feb-25	Site Services Team moving equipment on site: Risk of accident/injury	Unlikely	Significant	Medium	1) Site Services Team will be briefed on working safely while performing tasks on the site Separate RA to be written and communicated by Site Services team	TK	n/a	n/a
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						#N/A				