

**SHEFFIELD U3A**  
**SAMPLE RISK ASSESSMENT/CHECKLIST – WALKING GROUPS**

Action	Yes or N/A
<b>Before Walk</b>	
<b>Before taking part in any walk, group members should assess the risk to themselves in the light of their general health and any medical issues.</b>	
1. Route reconnoitred and considered appropriate	
2. Weather forecast does not require cancellation	
3. Members are advised of length and difficulty of walk, know time and location to meet and any procedure which the group has adopted to deal with late arrivals.	
4. Leader chosen and those walking have at least one between them of: <ul style="list-style-type: none"> <li>• Map ( and compass if walk could require this )</li> <li>• First Aid Kit</li> <li>• Mobile phone – charged ( and knows emergency number to call )</li> </ul>	
<b>At start of walk</b>	
5. Confirm any new walkers are SU3A members, or, are potential members attending as one of two “ taster sessions “. Count number walking.	
6. Check each walker has appropriate clothing, footwear, headgear and water & snack . and check each walker appears to be able to complete walk ( being aware of terrain )– but – it is the walker who makes the final decision once advised.	
7. Brief walkers of route, duration, terrain and any hazards	
<b>During walk</b>	
8. Follow the Country Code and Highway Code e.g. walk single file facing traffic if road has no pavement, close gates etc.	
9. Set appropriate pace, make sure everyone is “ managing “ and attend to those in difficulty	
10. Have a “ Back Marker”, stop periodically to ensure slow walkers can catch up, no one gets lost and count numbers	
<b>End of walk</b>	
11. Count number finishing and ensure everyone accounted for and departs satisfactorily	

