



Birchmere Campsite – Wisley Common

Risk Assessment

Introduction

Wisley Common Introduction:

- Birchmere Campsite is located within Wisley Common, which provides opportunity for youth groups to run a range of activities outside of the main campsite.
- These activities can include navigation exercises, wide games, spotting local flora and fauna or a starting point for an expedition hike to other locations in Surrey.
- A long term motorway infrastructure project is ongoing at the junction of the A3 and M25, which presents additional risks to Wisley Common users.
- Wisley Common, along with Okham Common and Chatley Heath are a rare heathland habitat by the side of the M25 motoway and are managed by Surrey Wildlife Trust on behalf of Surrey County Council. Public access is managed by Surrey County Council.
- As a result of the ongoing works it should be noted that access to locations on the other side of the A3 and M25 from the campsite is dependant on the stage of the project as bridges that give access may be removed and replacement may not be in place.
- Wisley Common is a public space and used by many people including horse riders, dog walkers, cyclists and runners. It also provides grazing to cattle. As a result of the ongoing project the secure gate access to Wisley Common from the A3 slip road has been removed, which therefore allows uncontrolled access to the common by public vehicles.
- Youth group leaders must ensure they have their own risk assessments in place, but the following provides guidance of the typical hazards and controls may be required to reduce the risk.

Signed: (Chairperson)

Richard Mackie

Date:

15 June 2025

Subject to review, monitoring and revision by:

Simon Evenden

Every:

12

months or sooner if work activity changes

Document Revision History

Date	Version	Summary of Changes Made
15 June 2025	V 3.0	<ul style="list-style-type: none"> • Update to the introduction based on the ongoing M25/A3 infrastructure Project. • An additional control has been added to the potential of slips trips and falls as a consideration of the changes to ground conditions as a result of the ongoing M25/A3 junction construction.



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| | | <ul style="list-style-type: none">• Addition of information relating to the absent access controlled gate at the slip road with the A3 added to the moving vehicle hazard.• Controls related to fencing hazards updated to include areas actively closed as part of the A3/M25 construction work. |
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What are the hazards?	Who might be harmed and how?	What are you already doing?	What further action is necessary?	Action by whom?
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<p>Because of uneven surfaces, water sources, change in gradient and debris there is a risk of slips, trips and falls resulting in bruising, skin abrasion, broken bones or drowning.</p>	<p>All visitors</p>	<ul style="list-style-type: none"> • A leader experienced with walking in variable terrain and with leading groups to plan the activity. • Activity leader provides a pre-activity talk to participants to ensure they are familiar with the activity hazards and the expected behaviour. • Kit list to be provided in advance to participants to specify suitable footwear requirements of the activity. • Appropriate adult to child ratios will be maintained based on the age of the participants. In some cases this may allow for non-leader led groups. • Non-leader led walking groups to be made up of four to six participants. Participants are to be trained appropriately and ability assessed by a leader before the activity takes place. • Where indirect supervision is allowed it must be flexible enough to become tighter or looser as the situation dictates. • The route is researched and pre-walked to identify significant hazards (e.g. water hazards etc.) and either avoided or carefully managed. • Due to ongoing motorway infrastructure work there is a potential for routes to become damaged and blocked, and become more hazardous between the pre-walk and the actual activity. Leaders will be prepared to adjust their plans on the day and may need to perform a dynamic risk assessment during the activity. • The weather forecast is obtained and conditions monitored. The route is changed if necessary. 	<p>Inform Surrey County Council, Surrey Wildlife Trust of events on common land and request local advice on terrain and activity.</p>	<p>Camp / Activity Leader</p>
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<p>Because of the presence of vehicles including heavy plant machinery there is a risk of being struck resulting in injury, impairment or potential fatality</p>	<p>All visitors</p>	<ul style="list-style-type: none"> • Pre-activity briefing given to participants making them aware of the risks from vehicles in Wisley Common. In particular, the presence of heavy plant machinery working on the M25/A3 junction, potential absence of bridges, and the absence of the gate to control access to the common at the A3 slip road. • Leaders escorting the participants to be continually aware of vehicles & heavy plant machinery. Clear communication is provided for everyone to move off the road and wait for the vehicle to pass. • Leaders and participants to be aware that the narrow, windy road from the campsite can disguise oncoming vehicles and be vigilant to the sound of oncoming traffic. • Vehicles are restricted 10MPH based on road signs. 		<p>Camp / Activity Leader</p>
<p>Because the Common is open to the public there is a risk of collision with runners and cyclists resulting in bruising, skin abrasion, broken bones</p>	<p>All visitors</p>	<ul style="list-style-type: none"> • Pre-activity briefing given to participants making them aware of the risks from other users of Wisley Common. • Leaders escorting the participants to be aware of cyclists and runners and if one is observed make sure the participants all move to one side of the path to allow the cyclist/runner to pass by. 		<p>Camp / Activity Leader</p>



<p>Because of a lack of training or experience there is a risk of participants becoming lost resulting in panic and anxiety</p>	<p>All visitors</p>	<ul style="list-style-type: none"> • Leaders must have sufficient navigational skills to lead the activity • Young people will have received instruction in navigation, which leaders will have verified via practice events. • Training will include instruction on techniques to employ if they become uncertain of their route or become lost. • Young people will have been involved in route planning and preparation for the event. • Participants are instructed to stay together and no split up from their allocated group • Leaders will remain in regular contact via mobile phone or radios if necessary • Leaders to maintain accurate records of participants including, emergency contact information, group allocations and the number in each group. • Leader led groups will perform regular head counts to ensure all participants can be accounted for. • Leader led groups will have leaders evenly dispersed throughout including leaders at the front and the rear to ensure no one drops behind or goes ahead. 	<p>Ensure leaders and participants have charged mobile phones so that contact can be maintained.</p>	<p>Camp / Activity Leader</p>
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<p>Because activity participants are away from immediate sources of help there is an increased risk of injury, illness or emergency resulting in severe health issues.</p>	<p>All visitors</p>	<ul style="list-style-type: none"> • First aid trained leaders present • Non-leader led groups will receive some First Aid training • First aid kit carried by leaders and each group as appropriate. • Information about pre-existing medical conditions and medication carried with leader kit and shared with other leaders. • Any specific medication required by participants is brought along. • Leaders and participants are briefed and have planned emergency procedures. • Leaders and participants will have means of communication e.g. mobile phone or radios. • If the overall event leader is not taking part in the activity they will remain in touch with the activity leader. 	<p>Parents/guardians must provide clear medication usage instructions to leaders</p>	<p>Camp / Activity Leader</p>
<p>Because of extreme weather there is a risk of exposure cold, wet, heat and sun resulting in hypothermia or heat stroke</p>	<p>All visitors</p>	<ul style="list-style-type: none"> • Daily weather forecast obtained, on-day conditions assessed and plans adjusted as necessary. • Kit list will be provided to participants in advance of the event to ensure materials appropriate to the event have been specified e.g. day sack, water, sun cream etc. • All participants to have suitable footwear, clothing and equipment for expected conditions. • Emergency equipment carried by leaders or non-leader led group's e.g. emergency shelter. 	<p>Kit list to be shared in advance of the event.</p>	<p>Camp / Activity Leader</p>



<p>Because of the presence of fencing, barb wire and electric fences there is risk of contact with the fencing resulting in electric shocks, bruising, skin abrasion, broken bones.</p>	<p>All visitors</p>	<ul style="list-style-type: none"> • Participants briefed not to touch or climb over fences as they may have barb wire or are electrified. • Participants instructed not to cut corners and to use correct boundary crossings such as gates or stiles. • Participants instructed not to cross M25/A3 project work barriers which is designed to restrict access to construction areas. 		<p>Camp / Activity Leader</p>
<p>Because of flora and fauna in the Common there is a risk of contact resulting in infection and illness</p>	<p>All visitors</p>	<ul style="list-style-type: none"> • Briefing at the start of the activity informing participants not to touch or feed wild or domesticated animals. • Participants also instructed not to touch or eat items that may appear to be edible unless there is clear instruction from suitably knowledgeable leaders. • All participants to follow basic hygiene rules at all times and avoid transmission of infection from hand to mouth. • Hand washing before and after activities. • Wash hands thoroughly before eating. • If walking through undergrowth full length trousers are recommended to avoid ticks bites. • Participants instructed not to remove insects embedded in their skin and to use a suitable tick removing tool. 	<p>Carry out post check for tick bites, be aware of the tick removal technique. Ensure first aid kits have a tick removing tool.</p>	<p>Camp / Activity Leader</p>

