



## Risk assessment for using the Catterburn site, including for camping

This is the risk assessment for the outdoor elements of the Catterburn site – there are separate risk assessments for the buildings and for activities on site.

**People potentially at risk: All staff, volunteers, members, visitors, members of the public and anyone else the activity might impact.** It is recognised that not all risks are foreseeable and there is always need for dynamic risk assessment during the activity. Additional risks identified through dynamic risk assessment should be recorded as soon as possible after they have been identified and assessed.

|                                                       |                                                                                                                                                                                                                                                                                                                |
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| <b>Name of Venue</b>                                  | Catterburn site                                                                                                                                                                                                                                                                                                |
| <b>Activity covered by the risk assessment</b>        | Use of the Catterburn site for camping, day visits, events, outdoor use during indoor stays etc.                                                                                                                                                                                                               |
| <b>Name of person completing the risk assessment</b>  | Bronach Hughes                                                                                                                                                                                                                                                                                                 |
| <b>Date and timings of activity</b>                   | Any time from April 2026 to March 2027                                                                                                                                                                                                                                                                         |
| <b>Location of activity including postcode:</b>       | Catterburn Campsite, Croftamie, G63 OHG                                                                                                                                                                                                                                                                        |
| <b>Numbers participating – minimum/maximum/ratios</b> | Unit leaders should comply with normal section ratios when using the site. The maximum capacity on site will depend on the activities planned.                                                                                                                                                                 |
| <b>Activity Leader</b>                                | Unit leaders or others using the site                                                                                                                                                                                                                                                                          |
| <b>First Aid Cover</b>                                | Unit leaders or other users should make their own first aid arrangements.                                                                                                                                                                                                                                      |
| <b>Contingency plans in case of bad weather</b>       | There are buildings and sometimes temporary shelters on site that can be used by prior arrangement. In the event of stormy weather, the site is likely to be closed due to the danger of falling trees or branches. Some areas of the site are not fit to use due to flooding if there has been a lot of rain. |

**Note that smoking and vaping are not allowed anywhere on the site.**

| Factors contributing to risk | Control measures<br>What is, should or could be put in place to control the risk?                                                                                                                                                                                                                                                      | Local action required                                                                                                                                                                                                                                                                                                           | Confirm local controls in place, or actions being taken and who is taking them             | Date completed |
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| Vehicular access to the site | The roads around Catterburn are very narrow, so vehicles are recommended to approach from the Croftamie end. Larger vehicles, including coaches, are not allowed to enter the site due to the risk of getting stuck unless the coach company has inspected access in advance and confirms that it is possible.                         | Users must ensure that coach drivers are given the correct instructions for approaching the site and drop off at the roadside rather than coming into the car park.<br><br>If participants are being dropped off by car, users should stagger their arrival to ensure that local roads do not get blocked/                      | Those using the site must observe and/or complete the local actions required.              | Ongoing        |
| Driving and parking on site  | There is limited parking on site, although the car park has a good surface. Parents must not drive past the car park.<br><br>Due to the risk of damage to the paved areas outside the buildings, or to the drainage pipes under the grass, leaders who need to drop equipment off to the buildings must drive on the tarmac path only. | Users to ensure that parents are clear about whether they can park and where. If multiple cars are expected at the same time, the unit must provide someone to direct the traffic as only one car can enter or leave at a time, ensuring that the entrance driveway is kept clear and that cars are not blocking the main road. | Those using the site must observe and/or complete the local actions required.              | Ongoing        |
| Site security                | The site is secluded and rarely gets unwanted visitors, although it is on a national cycle route. To avoid drawing attention to the site, the sign at the entrance is very small.<br><br>There is a gate to close off access from the main road, although there is no lock on the gate.                                                | Users should keep the gate closed overnight.<br><br>Users should challenge unexpected or unknown people who turn up on the site.                                                                                                                                                                                                | Those using the site must observe and/or complete the local actions required.              | Ongoing        |
| Emergency support            | There is no landline or wifi in any of the buildings on site, but the mobile signal is good. Phones can be charged in various buildings.<br><br>What3words for various parts of the site are:<br>Main gate: stiletto.handle.relax<br>Car park: scorecard.masking.clerk                                                                 | The What3words for the buildings and the play frame are contained in the relevant risk assessments: site users making use of the buildings should familiarise themselves with the risk assessments for the buildings.                                                                                                           | Users need to ensure they have sufficiently charged mobiles to call for help at all times. | Ongoing        |

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|                              | Campfire: glance.cope.routines<br>Wooden gazebo: interrupt.helps.potato                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                |                |
| Trees and other vegetation   | <p>The site is surrounded by tall trees, many not on our land and over which we have little control. However, the site managers walk the site regularly and note trees that might prove dangerous and either take action ourselves or ask the neighbours to take action.</p> <p>The grass is cut regularly during the camping season. However, there are nettles, brambles and other plants that might cause irritation which are not routinely cut back, so site users are recommended to avoid walking in areas where the grass is long.</p>                                                                                                              | <p>Avoid walking under trees when the wind is high. Flag any concerns you have about the condition of trees around the site to management committee, as detailed in the booking forms.</p> <p>Only go into areas with long grass if appropriately dressed – as well as vegetation irritants, those are the areas most likely to contain ticks (see below).</p>                                                                                            | Those using the site must observe and/or complete the local actions required.  | Ongoing        |
| Animals, including insects   | <p>Wild animals live in or pass through the site, including red squirrels, deer, rabbits and a wide variety of rodents: they cannot be controlled so we live with them (although we do take action to keep the mole population down). Occasionally, sheep find their way in despite fencing around the site: we contact the farmer to remove them as soon as we become aware of them. However, this all means that there is a danger of animal faeces being on site.</p> <p>In addition, there is a wide variety of insect life including ticks and midges that, again, cannot be controlled.</p> <p>No dogs, except service dogs, are allowed on site.</p> | <p>Users should check grass areas for signs of animal faeces before erecting tents and should observe good hygiene practices at all times (regular handwashing, no food in tents etc.).</p> <p>Users are advised to bring and use midge repellent and to check for ticks, especially if they have ventured into the more overgrown areas of the site.</p> <p>Users' first aid kits should include a treatment for stings (wasps, bees, nettles etc.).</p> | Those using the site must observe and/or complete the local actions required.  | Ongoing        |
| Lighting                     | There is no lighting across the site, just in/outside the various buildings. The ground can be uneven, both the tarmac path/slabbed areas and especially on the grass areas.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Users on site at night should have torches with them and take particular care when approaching more dangerous areas furthest from the buildings, such as the burn, the drainage ditch and the boundary                                                                                                                                                                                                                                                    | Those using the site must observe and/or complete the local actions required.  | Ongoing        |

| Factors contributing to risk | Control measures<br>What is, should or could be put in place to control the risk?                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Local action required                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Confirm local controls in place, or actions being taken and who is taking them | Date completed |
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|                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | fences.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                |                |
| Flowing and still water      | <p>The Catterburn river runs around the western edge of the site and can be waist high when in spate. As with all rivers, there are likely to be rats and other animals nesting in the banks, so potentially causing diseases (Weil's disease, hantavirus etc) through animal urine, faeces or bites.</p> <p>The drainage ditch does not contain much flowing water but is often extremely muddy and is likely to be full of midge larvae in the summer months.</p> <p>There is fencing to keep people out of the Catterburn and there are bridges in place to cross the drainage ditch.</p> <p>Water may also lie in large puddles on the tarmac road after heavy rain.</p> | <p>Users must supervise children at all times and ensure they do not go into flowing or standing water unless there is a specific purpose to do so, they have the right clothing and equipment, and a separate risk assessment has been carried out for the activity.</p> <p>Everyone crossing the drainage ditch must use the bridge to do so.</p> <p>Users who notice any damage to the fencing near the Catterburn or to the bridges should notify the management committee as detailed in the booking forms and keep other site users away until the defect can be remedied.</p> | Those using the site must observe and/or complete the local actions required.  | Ongoing        |
| Rubbish and litter           | <p>There is no rubbish collection service from the site so all rubbish generated must be collected and removed from the site by site users or, if suitable, burned on an open fire outdoors.</p> <p>There are lots of bins (with lids) provided to store rubbish until it can be removed – these are kept in the camping equipment store.</p>                                                                                                                                                                                                                                                                                                                                | <p>Rubbish must not be left out in rubbish bags where animals (including insects) can access it, especially overnight.</p> <p>The bin lids provided should be used at all times.</p> <p>Users will need to provide their own bin liners.</p> <p>Users should walk the site before they leave to ensure that no litter is left behind, both to maintain cleanliness and to protect wildlife.</p>                                                                                                                                                                                      | Those using the site must observe and/or complete the local actions required.  | Ongoing        |
| Impact of farming            | Occasionally sheep breach the boundary fences and come onto our site – the farmer is usually very quick to                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Users should check for animal faeces before setting up camp and while                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Those using the site must observe and/or complete the local actions            | Ongoing        |

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| activities                                                  | remove them once we raise the issue. There are no crops growing locally, so no crop spraying takes place.<br><br>Tractors and other farm vehicles may be encountered on the local roads.                                                                                                                                                                                                                                                       | doing activities across the site. If animals do come onto site, users need to contact the number given in their booking confirmation to organise their removal.                                                                                                                                                                                                    | required.                                                                      |                |
| First aid                                                   | Information about accessing local health facilities is sent to all bookers and posted up in the buildings. Small first aid kits are available in the buildings on site, but users need to bring their own comprehensive first aid kits. Campers who need access to a fridge for medication can have access to a building with a fridge.                                                                                                        | Users to bring and manage their own first aid kits.                                                                                                                                                                                                                                                                                                                | Those using the site must observe and/or complete the local actions required.  | Ongoing        |
| Access to drinking water and toilet/hand washing facilities | There is a toilet block with hand washing facilities which is available to site users. Toilets and hand washing is also available in the Guide hut and the Bothy. There are sufficient toilets on site to be able to designate one or more as male only toilets.<br><br>Drinking water is available from the Guide hut and the Bothy and also from the outside tap (let the taps run for 2 minutes if water has not been drawn down recently). | As some activities, especially tomahawk and archery, are a fair distance from drinking water sources, site users should bring refillable water bottles to use during their stay.<br><br>Users should follow normal Girlguiding protocols if mixed groups are on site.                                                                                              | Those using the site must observe and/or complete the local actions required.  | Ongoing        |
| Site activities                                             | Instructor-led activities include archery and tomahawk – these need to be booked in advance and have their own risk assessments which will be sent on booking.<br><br>Other site activities, including the play frame, campfire (see below), geocaching and games using items from the activity store, are not led by instructors. The play frame has a risk assessment which must be followed by users.                                       | Site users must read the risk assessments provided in order to identify any additional risks for their group. For instructor-led activities, they should discuss these with the instructor before the activity starts.<br><br>Depending on what they plan to do with the other games equipment on site, site users may need to develop their own risk assessments. | Those using the site must observe and/or complete the local actions required.  | Ongoing        |

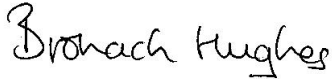
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| Uneven ground, leading to slips, trips and falls | Some of the tarmac on the main site road is broken, with some holes several centimetres deep and which can fill with rainwater. In addition, the grass areas are uneven in places and slippery when wet, and there are sloping areas leading down to the drainage ditch.                                                                                                                                                                                                                           | Care needs to be taken across the site to avoid slips, trips and falls and suitable footwear needs to be worn.<br><br>Note that the areas behind the buildings can be very wet. Users should stay out of these areas and have no need to be in them. The lower field also has a lot of boggy areas, so users should stick to the main path through.          | Those using the site must observe and/or complete the local actions required.  | Ongoing        |
| Wood pile                                        | There is a wood pile near the Bothy that users can take wood from for fires. Fires must not be lit near the wood pile and care must be taken when removing items from high up or which are heavy. There are trolleys in the camping equipment store that can be used to move wood from the wood pile to the camp fire circle.<br><br>Site management will review the wood pile throughout the season and reorganise it as necessary to minimise risks to users.                                    | Users may use wood from the wood pile but must leave it tidy and accessible for other users. Care needs to be taken when removing wood that the pile does not collapse.<br><br>There are likely to be sharp edges, splinters and potentially insect life in the wood pile, so wearing gloves and sturdy shoes is recommended when taking wood from the pile. | Those using the site must observe and/or complete the local actions required.  | Ongoing        |
| Camp sites                                       | The main camping area on site is alongside the tarmac road, facing the buildings. Camps can also be set up at the near end of the lower field, but campers will then be further away from the toilets and other facilities.<br><br>The grass is cut regularly throughout the season and there are no trees adjacent to the camping area.<br><br>Campers may hire tents on site – information is provided on booking. Any tents hired out have been checked in advance: they are modern and in very | Users must ensure that there are clear paths from tents to the buildings and facilities, to avoid accidents caused by guy lines. If there is a camp on the lower field, there must be a clear path left from the bridge to the buildings.<br><br>Campers should check the ground for animal faeces, ants nests and dips in the ground when deciding          | Those using the site must observe and/or complete the local actions required.  | Ongoing        |

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|                                                             | <p>good condition.</p> <p>Campers will normally have access to toilets and showers in the block, and/or in the Guide hut or the Bothy, depending on what they have booked. In an emergency, the Brownie house can also be used as a temporary shelter but note that it has no power or running water.</p>                                                                                                                                                                                                                         | <p>where to position their tents.</p> <p>Campers bringing their own equipment must ensure that it will not damage our infrastructure.</p> <p>Cooking stations must be positioned well away from tents and take into account wind direction. Tents must not be positioned near the campfire circle.</p>                                                                                                                                        |                                                                                |                |
| Use of external temporary shelters – gazebos, marquees etc. | <p>Over the summer season, and especially when large camps are planned, the site management may erect temporary shelters including large marquees and smaller gazebos to be used for eating in or doing activities in. These will all be checked on erection and will be firmly anchored to minimise any risk to users. However, it is acknowledged that the wind may loosen guy lines.</p> <p>A shelter may also be erected near the tomahawk to provide shelter for those taking part as the tomahawk area is very exposed.</p> | <p>Users should do a visual inspection to ensure that none of the guy lines has loosened before using any temporary shelters.</p> <p>Cooking is not allowed in the temporary shelters.</p> <p>Any damage to or concerns about the shelters should be advised to <a href="mailto:adventure@girlguidingdunbartonshire.org.uk">adventure@girlguidingdunbartonshire.org.uk</a> and they should not be used until they have been checked over.</p> | Those using the site must observe and/or complete the local actions required.  | Ongoing        |
| Cooking outdoors                                            | <p>Two brick-build altar fire stations are provided on the upper camp site and one on the lower camp site. Fires must be built on these structures, not on the ground.</p> <p>In addition, there is a charcoal BBQ available and pizza ovens that sit on top of the BBQ.</p> <p>Backwoods cooking must take place on the altar fires or in the campfire circle, not elsewhere on the site.</p>                                                                                                                                    | <p>Users must not leave fires unattended and must have water close by to deal with any incidents. Fires must be completely out before they are left.</p> <p>In addition, those lighting fires outdoors should check the Scottish Fire and Rescue service website/social media for wildfire</p>                                                                                                                                                | Those using the site must observe and/or complete the local actions required.  | Ongoing        |

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|                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | <p>alerts, especially in times of drought, and follow the instructions given.</p> <p>Users bringing their own cooking equipment must ensure that they cook off the ground but not on our tables.</p> <p>Users not hiring our buildings need to make their own arrangements for storing food.</p> <p>Food waste must be cleared away and not left to feed wildlife.</p>                                                          |                                                                                |                |
| Gas bottles                  | Gas bottles (propane) are provided and are kept in a gas cage in the car park. These are very heavy to move – there are metal trolleys in the camp equipment store that are suitable for moving them. The code for the lock on the gas cage is available from the Bothy or the Guide hut.                                                                                                                                                                                                                                                                                                        | <p>Ensure that the gas cage is kept locked except for removing and returning bottles.</p> <p>Empty bottles should be marked and identified on the site check-out form.</p>                                                                                                                                                                                                                                                      | Those using the site must observe and/or complete the local actions required.  | Ongoing        |
| Use of campfire circle       | <p>Campfires must only be lit in the campfire circle near the car park. There are logs/bricks/stones available that the fire should be built inside of to contain the ash.</p> <p>Seating is provided on benches. However, note that the seating is not fixed to the ground and may move on the uneven ground.</p> <p>Metal buckets are available in the camping equipment store.</p> <p>Note that noise carries a long way at night and there are neighbouring houses, so campfires must be finished by 10.30pm to allow for an 11.00pm curfew, as detailed in the site booking conditions.</p> | <p>Girlguiding users must follow their guidance provided on campfires including:</p> <ul style="list-style-type: none"> <li>- Having buckets with water/sand to extinguish fires/deal with burns.</li> <li>- Never leave the fire unattended once it is lit</li> <li>- Have two people to run a campfire event: one to run activities and the other to manage the fire. At least one of them must have experience of</li> </ul> | Those using the site must observe and/or complete the local actions required.  | Ongoing        |

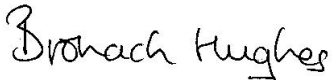
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|                              |                                                                                   | <p>running campfires</p> <ul style="list-style-type: none"> <li>- Ensure participants are seated far enough away from the fire, are suitably dressed and have long hair tied back and clothing/jewellery tucked in. Take into account the wind direction when deciding on where to sit participants.</li> </ul> <p>In addition, campfire users should check the Scottish Fire and Rescue service website/social media for wildfire alerts, especially in times of drought, and follow the instructions given, before lighting a campfire.</p> |                                                                                |                |

**By completing and filling in controls and dating this form, you agree that you've tried your best to think about risks and put measures in place to manage them as far as is reasonably practical**

|                                                                                               |  |                                                            |
|-----------------------------------------------------------------------------------------------|--|------------------------------------------------------------|
| Name of person completing risk assessment: Bronach Hughes                                     |  | Membership number: 118048                                  |
| Role: County trustee                                                                          |  | Date review initially completed: 21 <sup>st</sup> May 2026 |
| Signature*:  |  |                                                            |

\* Both electronic and wet ink signatures are acceptable.

#### Review history

| Date     | Signature                                                                         | Summary of changes                                                                                                           |
|----------|-----------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------|
| 2/7/2026 |  | Updated with addition of noise/wildfire requirements following meeting of Catterburn committee on 5 <sup>th</sup> June 2026. |
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