



Risk assessment – use of the toilet and shower block at Catterburn

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 any activity. Additional risks identified through dynamic risk assessment should be recorded as soon as possible after they have been identified and assessed.

Where hazards may be encountered: throughout the building, including external areas.

Name of Venue	Catterburn
Activity covered by the risk assessment	Use of the toilet and shower block during residentials and day events
Name of person completing the risk assessment	Bronach Hughes
Date and timings of activity	Any time from April 2026 to March 2027
Location of activity including postcode:	Catterburn Campsite, Croftamie, G63 0HG
Numbers participating – minimum/maximum/ratios	Normal ratios should be observed, dependent on the section and the activities planned. There are five toilets and four showers in the building, although not all may be use at all times.
Activity Leader	Unit leader of group using the toilets and showers
First Aid Cover	Units to provide their own 1 st Response cover
Contingency plans in case of bad weather	The toilets and showers can be used in all weathers

Factors contributing to risk	Control measures 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
Fire safety	There is a separate, more detailed fire risk assessment for the building that is maintained by the site management. Users of the toilets and showers must follow the guidance given here. When in use, the front door to the building must be unlocked as it is also the fire exit. Vaping or smoking is not allowed in the building (or anywhere on site). Charging of large lithium batteries (bikes, scooters etc.) is not allowed in the building. Cars (EVs) must not be charged from the building.	Naked flames (candles, matches etc.) are not allowed in the building. Nothing should be placed on the radiators throughout the building. If electrical items are brought to site by users, they must be inspected before use and not used if they are damaged, including having frayed cables. Users' own electrical items should be unplugged when not in use and not left unattended. If extension cables are used, they must not be daisy-chained together. In the event of a fire, everyone should leave the building by the nearest fire exit and move away towards the car park to await the arrival of the fire service. The unit leader should have a list of everyone on site and ensure that all are accounted for.	Those using the building must observe and/or complete the local actions required.	Ongoing
Mobile phone signal in an emergency	There is no landline or wifi in the building, but the mobile signal is good. What3words for the building: cashiers.scenes.condense.		Users need to ensure they have sufficiently charged mobiles to call for help at all times.	Ongoing
Slips, trips and falls	Care needs to be taken using the ramp to the main door as the surface has sections that are broken up. Inside the building, the floor is level but, having wash hand basins and showers, is liable to be wet at times, which may cause slips.	Users must promptly clean up any excess spillages which might lead to slips or falls. They must also ensure floors are kept clear of rubbish (especially wet paper) to avoid trips and falls, which means checking and emptying bins regularly.	Unit leaders to dynamically risk assess, depending on the use of the building, numbers accessing it etc.	Ongoing

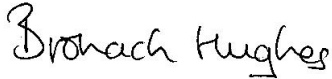
Factors contributing to risk	Control measures What is, should or could be put in place to control the risk?	Local action required	Confirm local controls in place, or actions being taken and who is taking them	Date completed
Clear and easy-to-use access points for everyone, including those with disabilities	There is a ramp with handrails up to the main entrance of the building and the door is wide enough for wheelchair access. There is an accessible toilet.		Unit leaders to ensure orderly access to and exit from the building, especially for those with disabilities.	Ongoing
Lighting, internal and external	There is good lighting both inside and outside the building.	If people are arriving in the dark, someone will need to turn the lights on from inside the building and will need to bring a torch. A light should be left on outside the building overnight to guide people to the toilets in the dark.	Unit leaders.	Ongoing
Toilets and washing facilities	There are hand basins in the open area and in the accessible toilet. Hot water is available for both the wash hand basins and the showers. The temperature of the water in the showers can be adjusted to avoid extremes of hot and cold. There are toilets and showers available elsewhere on site (Guide hut, the Bothy) in the event that separate facilities are required for men/boys.	Waste water and sewage feeds into a septic tank so it is important that only the three Ps are put down the toilet (pee, poo and paper – suitable toilet paper is provided). Other sanitary products must be put into the bins provided and then those bins must be emptied and the contents burned outside on the altar fire/campfire or taken off site for disposal. Unit leaders should check the shower temperatures, especially when younger members are using them. If men or boys are on site at the same time as girls, a toilet and shower in another building must be designated for male use. Males should not share the toilet/shower block with females.	Those using the building must observe and/or complete the local actions required.	Ongoing

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Security	The keys to the toilet and shower block are available from the Guide Hut or the Bothy. The keys should be returned there after use.	The toilet and shower block can stay unlocked throughout the duration of use of the site, but the door should be closed, especially overnight, to prevent animals coming in.	Those using the building must observe and/or complete the local actions required.	Ongoing
Access to drinking water	Drinking water is available from the kitchen taps and also from the outside tap. Water quality is monitored by the site management.	New arrivals should allow the outside tap to run for two minutes before the water is used for drinking. Report any concerns about the quality of the drinking water or issues around water pressure to site management.	Unit leaders	Ongoing
Access to first aid materials	A basic first aid kit is available in The Bothy or the Guide hut. There is no defibrillator at Catterburn.	Users should have their own first aid kits that meet the needs of their specific group.	Unit leaders	Ongoing
Opening and closing arrangements	Users will be given the code to access either the Bothy or the Guide hut before they arrive on site so as to access the keys to the toilet and shower block. If using the site over the winter months, the electric heaters will have been left on a frost-free setting and will need turned up to provide a good level of heat. When closing up, all rubbish must be removed from the building, the main entrance door locked from the outside and keys returned to the key safe. The building must be checked for lost property, for any rubbish left behind, and for any damage.	Users to do a visual inspection on arrival in case of any damage, internal or external. Users must report any damage or breakages at the end of their stay. Check that the external lights have been switched off before departure – it can be difficult to see them in daylight hours.	Unit leaders	Ongoing
System for reporting building defects	The building is checked on a regular basis by the site management who have a team of contractors who carry out repairs and upgrades as necessary.	In the event of a major issue preventing use of the building, such as a power outage or flood, the user should call the number given in their	Unit leaders	Ongoing

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		booking confirmation for advice. In the event of minor damage that does not prevent using the building, this should be reported to the site management team as detailed in the booking procedure.		
Asbestos register	There is no asbestos in toilet and shower block as evidenced by an inspection carried out in 2025.	No action required.	N/A	15/526
Heating and ventilation	Heating is provided by electric radiators. These are inspected regularly. Windows can be opened to provide ventilation.	Users must ensure all windows and doors are closed when leaving the building.	Unit leaders	Ongoing.
Condition of equipment provided	There is very little equipment provided – toilet rolls holders, toilet seats, shower curtains etc – which was checked in April 2026 and found to be in good condition. Any facilities (toilet/shower) found deficient have been marked as ‘not for use’.	Users must check the toilets and showers regularly while on site to ensure that no damage has occurred. Users must notify the site management team if they note any damage to any of the equipment provided.	Unit leaders	Ongoing
Cleaning arrangements and expectations	The toilet and shower block was deep cleaned in April 2026 and will be inspected during the season. Brooms, dustpans and brushes and mops and buckets are available from the store next to the entrance to the Bothy – the key is available from the Bothy. Only the cleaning materials provided should be used, due to the presence of the septic tank. All cleaning products are COSHH inspected and must be kept out of reach of children.	Users should leave the building clean and tidy. The floor should be swept and mopped. Wash basins and mirrors should be clean and clear. The toilets and shower should be clean and bins emptied. All rubbish must be removed and taken off site (or burned outside on the altar fire if possible) as there is no bin collection. Do not store	Unit leaders	Ongoing

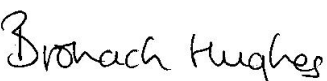
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		rubbish outside where vermin might get at it.		

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: 15 th May 2026
Signature*: 		

* Both electronic and wet ink signatures are acceptable.

Review history

Date	Signature	Summary of changes
2/7/2026		Minor changes, mostly confirmation of queries, following a meeting of the Catterburn committee on 5 th June 2026.