Date: date received.
Contact: Jonathan Heather
Phone: 0116 3053191
Email: jon.heather@leics.gov.uk

To the External Visits Coordinator,

This letter is to provide clarity on our stance with regards to Risk Assessments. We do not issue risk assessments for several reasons.

- Our risk assessments are conducted by experts in the field and are reviewed annually.
- Our Technical Activities are delivered by qualified and experienced staff that hold the relevant NGB awards and/or site-specific training. Furthermore, all staff are trained and monitored by our own management.
- Only qualified and experienced personnel would be able to pass judgement on a technical Risk Assessment.
- The Adventure Activities Licensing Authority, Adventuremark and Learning Outside the Classroom inspectors have advised us that we should not hand out our specific Risk Assessments.
- If we hand out our Risk Assessments, then the school themselves would inherit some legal responsibility for these Risk Assessments.
- The responsibility of the school is to ensure that the Risk Assessments are in place. By asking as you have done and knowing that Beaumanor Activities hold the Adventure Activities Licensing Authority licence, Adventuremark Certificate and Learning Outside the Classroom Quality Badge you have ensured that all necessary documentation regarding Risk Assessment is in place.

Our current accreditations are:

Adventure Activities Licensing Authority licence is L160651/RO672 Expiry 30/07/2027

Adventuremark Certificate AAA101208 Expiry 30/09/2028

LOtC Quality Badge number is 101804 Expiry 30/09/2028

Employers' Liability, Public Liability and Officials Indemnity risks are covered with AXA and others.
The policy number is P26CASLFG00353 and will next renew on 1 October 2027. The limit of indemnity is £50 million in respect of Public Liability, £50 million in respect of Employers' Liability and £10 million in respect of Officials Indemnity.

Leicestershire County Council Motor Vehicle Insurance cover is with Travelers.
The policy number is UCPOP5660009 and will next renew on 1st October 2027.

Risk-Benefit Assessment

Beaumanor has a long and successful history of providing outdoor and adventure education activities to young people. The benefits of these activities for participants are numerous and include:

- Increased levels of trust and opportunities to examine the concept of trust (us in them, them in us, them in themselves, them in each other)
- Involvement in activities leading to greater academic and vocational learning with improved achievement and attainment across a range of curricular subjects. Students are active participants, not passive consumers and a wide range of learning styles can flourish.
- Enhanced opportunities for 'real world' 'learning in context' and the development of the social aspects of intelligence.
- Increased risk management skills through opportunities for involvement in practical risk-benefit assessments ('what do we want to do and what do we need to do to make it safe enough?'). Giving learners the tools and experience necessary to assess their own risks in a range of contexts.
- Opportunities to practically examine the components of challenge (ie chance of gain or benefit / risk of loss or harm / accurate goal setting and judgement / willingness and commitment / activity outside the comfort zone (physical and/or emotional)
- Greater sense of personal responsibility
- Enhanced emotional intelligence (including a greater awareness of their own needs and the needs of others)
- Possibilities for genuine team working including enhanced communication skills
- Improved environmental appreciation, knowledge, awareness and understanding. Including opportunities to interact with a wild environment.
- Improved awareness and knowledge of the importance and practices of sustainability in the modern world.
- Physical skill acquisition and the development of a fit and healthy lifestyle.

These benefits inform the centre's risk management policy. The centre's aim is to achieve an appropriate level of challenge to maximise the learning for each participant. The aim is not to make the learning environment as safe as possible but as safe as it needs to be.

Clearly adventure activities involve an element of challenge and, therefore, risk of loss or harm. This could involve participants, visiting staff, centre staff or members of the public in proximity to the activity.
Using the following strategies the centre will balance the benefits and risks in such a way as to bring the residual level of risk to an appropriate and tolerable level for each group and individual:

- Employment / deployment of competent staff
- Induction and initial / ongoing training
- Agreed and regularly reviewed operating procedures and practices
- Peer and management monitoring of delivery
- Awareness of and involvement in regional and national developments in activity delivery and management.

All teaching/instructional staff at the centre are competent to lead their programmed activities.
Competent means they:

- Either hold an appropriate NGB award or have been judged competent by a technical adviser / head of centre.
- Have been inducted into the centre's procedures
- Have received additional training appropriate to their role, including first aid, minibus training, manual handling and management of the water environment, as appropriate

Regards

Jonathan Heather
Centre Operations Manager
t: 01509 890119 (Option 1)
e: jon.heather@leics.gov.uk



Beaumanor Activities,
Beaumanor Hall,
Woodhouse,
Leicestershire,
LE12 8TX
www.beaumanorhall.co.uk
Owned and operated by
Leicestershire County Council

Health and Safety Executive

Adventure Activities Licensing Regulations 2004

Licence number: **L160651**

Date of issue: **04/04/2025**

Provider reference number: **R0672**

This licence is granted by the Health and Safety Executive (HSE), acting as the Adventure Activities Licensing Authority (AALA), to

Leicestershire County Council
County Hall
Glenfield
Leicester
LE3 8RA

to provide adventure activities as specified in the Activity Centres (Young Persons) Safety Act 1995 and the Adventure Activities Licensing Regulations 2004 **at or from Beaumanor Activities, Beaumanor Hall, Woodhouse, Loughborough, Leicestershire, LE12 8TX.**

The facilities for adventure activities which may be provided under this licence are:

Trekking Category	Caving Category
Climbing Category	Watersports Category Kayaking Canoeing

This licence is effective from **01/07/2025 to 30/06/2027** unless revoked or otherwise amended.

This licence is issued subject to the standard conditions set out in Annex 1 of this licence and, where required, the additional conditions set out in Annex 2.

If you have any questions about this licence or Adventure Activities Licensing you can find further information at www.hse.gov.uk/aala or can contact the AALA at AALA-Applications@hse.gov.uk.

Annex 1

The standard conditions attached to this licence are as follows:

1. that the licence-holder shall maintain such arrangements as are appropriate for the review of the assessment referred to in regulation 6(1)(a)(i) and for the effective implementation, control, monitoring and review of the control measures referred to in regulation 6(1)(a)(ii);

2. that the licence-holder shall maintain suitable and sufficient arrangements—

(i) for the appointment of a sufficient number of competent and adequately qualified instructors;
(ii) for the giving of safety information to instructors and participants;
(iii) for the provision of such equipment as is needed to ensure that the activities are carried out safely;
(iv) for the maintenance of that equipment in an efficient state and in good repair; and
(v) for the provision of first-aid, for the summoning of medical and rescue services in the event of an emergency, and for otherwise dealing with an emergency;

3. that the licence-holder shall ensure that he is advised by competent persons on safety matters unless he has competence in such matters himself;

4. that the licence-holder shall ensure that the authority is permitted to inspect at any reasonable time any place or equipment used in, or in connection with, the provision of the facilities for adventure activities to which the licence relates and any documents held by or on behalf of the licence-holder relating to such provision;

5. that the licence-holder shall accede to any reasonable request for information from the authority relating to the provision of such facilities;

6. that where such facilities are provided at or from an activity centre on two or more consecutive days, the licence-holder shall display at that centre a copy of the licence; and that where such facilities are not so provided the licence-holder shall have available for inspection, at any reasonable time, such a copy; and

7. that the licence-holder shall not refer to his holding of a licence, in any advertisement or information issued by him or on his behalf, unless that reference states which adventure activities are covered by the licence and gives the telephone number of the licensing authority.

Annex 2

The additional conditions attached to this licence are as follows:

None apply.

ADVENTUREMARK

www.adventuremark.co.uk

BEAUMANOR ACTIVITIES

Has met the necessary standards for the safe delivery of
adventure activities as defined by the
Adventure Activities Industry Advisory Committee.



Elspeth Mason, Chair (AAIAC)

Abseiling	Kayaking
Archery	Leap of Faith
Artificial Climbing Wall	Orienteering
Bushcraft	Survival Skills
High Ropes Courses	Team Building
Jacobs Ladder / Vertical Challenge	Zip Wires

Date Issued : 30th September 2026

Expiry Date : 30th September 2028

Certificate No : AAA101208

AAIAC
Adventure Activities
Industry Advisory Committee

Council for
Learning Outside the Classroom

Learning Outside the Classroom Quality Badge

Awarded to:

BEAUMANOR ACTIVITIES

This organisation has therefore pledged to:

- Engage in an ongoing process to sustain high quality learning outside the classroom
- Meet all of the Learning Outside the Classroom Quality Badge indicators

Dr Anne Hunt
Chief Executive, Council for Learning Outside the Classroom

Certificate no. 101804

Date issued: 30/09/2026 Expiry date: 30/09/2028

www.lotcqualitybadge.org.uk

The Council for Learning Outside the Classroom is registered in the United Kingdom no. 6778701.

Leicestershire County Council

Date: 01 October 2026
My Ref:
Your Ref:
Contact: Mr. J R Colford
Phone: 0116 305 6516
Email: james.colford@leics.gov.uk

To whom it may concern,

LEICESTERSHIRE COUNTY COUNCIL - INSURANCES

Employers' Liability, Public Liability and Officials Indemnity risks are covered with AXA and others.

The policy number is P26CASLFG00353 and will next renew on 1 October 2027. The limit of indemnity is £50 million in respect of Public Liability, £50 million in respect of Employers' Liability and £10 million in respect of Officials Indemnity.

The policy extends to include activities of the Council anywhere in the UK.

It is not the Council's policy to provide copies of the insurance document because of its size and complexity. I trust therefore that this letter will be satisfactory for your purposes.

In the event of a claim, the letter of claim should be directed to the Insurance Section, Financial Services in the Corporate Resources Department here at Leicestershire County Council.

Yours faithfully,

Jcolford

James Colford
Technical Underwriting Manager

TRAVELERS

CERTIFICATE OF MOTOR INSURANCE

Certificate No. UC POP 5660009

1. **Description of Vehicles**

   Any motor vehicle either the property of the Policyholder or in their custody or control or for which they are legally responsible

2. **Policyholder** Leicestershire County Council

3. **Effective date of the commencement of Insurance for the purposes of the relevant law** 1st October 2026

4. **Date of expiry of insurance** 30th September 2027

5. **Persons or classes of persons entitled to drive**

   Any person on the order of or with the permission of the Policyholder
   Provided that the person driving holds a licence to drive the vehicle or has held and is not disqualified for or prohibited by law from holding or obtaining such a licence

---------- COPY ONLY ----------

6. **Limitations as to use**

   (a) in connection with the Business of the Policyholder

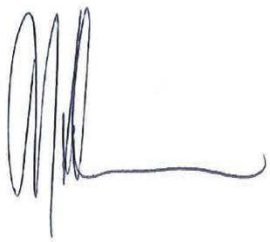
   (b) social domestic and pleasure purposes

   (c) towing a trailer or a disabled mechanically propelled vehicle as permitted by law

The Policy does not cover use for hire or reward or conveyance of passengers for reward including plying for public hire or for racing pace-making competitions reliability trials rallies (other than road safety rallies or treasure hunts) or speed testing or for the transportation of goods for reward or for any purpose in connection with the Motor Trade unless specified above

I hereby certify that the policy to which this certificate relates satisfies the requirements of the relevant law applicable in Great Britain Northern Ireland the Isle of Man the Island of Guernsey the Island of Jersey and the Island of Alderney.

Travelers Insurance Company Ltd
30 Fenchurch Street
London, EC3M 3BD
Tel: 01737 787787 Fax: 01737 787172
AUTHORISED INSURERS - By the authority of the Board



Note: For full details of the insurance cover reference should be made to the Policy

This Certificate is not transferable. If for any reason the insurance is terminated during its currency, this certificate must be returned to the Insurer, or if the Certificate has been lost or destroyed a Statutory Declaration to that effect must be made. Failure to comply with this obligation is an offence under the Road Traffic Act

---------- COPY ONLY ----------

Travelers Insurance Company Limited
Travelers Insurance Company Limited is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority
Registered Office: 30 Fenchurch Street, London, EC3M 3BD. Registered in England 1034343
travelers.co.uk

---------- COPY ONLY ----------

TO COMPLY WITH THE RELEVANT LAW, THIS CERTIFICATE MUST BE RETURNED TO THE COMPANY IF THE INSURANCE IS CANCELLED PRIOR TO THE EXPIRY DATE

Change of Insurance
If you require an alteration to our Policy regarding change of vehicle, additional vehicle, amended drivers or use, please notify your insurance adviser immediately who will advise you on the procedure to follow.

IF YOU ARE INVOLVED IN AN ACCIDENT
To comply with the Road Traffic Acts, you must:-

1. Stop.
2. Give your own and the vehicle owner's name and address and the registration mark of the vehicle to any person having reasonable grounds for requiring them and produce this Certificate of Motor Insurance.
3. Report the accident to the Police as soon as possible and in any cases within 24 hours.
4. It will be in your own interests to take the following action:-
    (a) Obtain the names and addresses of as many witnesses as possible.
    (b) Make careful notes and take measurements of any wheel or skid marks.
    (c) Record the position of your vehicle and any other vehicle after a collision.
    (d) Write down the number of each Police Officer in attendance.
    (e) Do NOT make any admission of liability: do NOT give or offer money to anyone.

IMPORTANT

The Insurance evidenced by this Certificate of Motor insurance extends to include the compulsory Motor Insurance requirements of:
(a) Any country which is a member of the European Union.
(b) Iceland, Liechtenstein, Norway, Andorra, Bosnia & Herzegovina, Montenegro, Serbia and Switzerland.

Diese Versicherung, urkundlich bestaetigt durch diesen Kraft fahrzeug versicherungsschein, deckt ebenfalls die Anforderungen der obligatoruschen Kraft fahrzeug versicherung
(a) Irgendein Land, das ein Mitglied des europäischen Anschluaßes ist
(b) Island, Liechtenstein, Norwegen, Andorra, Bosnien und Herzegowina, Montenegro, Serbien und der Schweiz.

La présente assurance dont ce certificat de'assurance automobile est la preuve documentaire, inclut également les exigences obligatories en martiére d'assurance automobile.
(a) Tout pays qui est un membre de l'union européenne
(b) Islande, Liechtenstein, Norvège, Andorre, Bosnie-Herzégovine, Monténégro, Serbie et Suisse.

Questa assicurazione comprovata dal presente certificato di Assicurazione Automobilistica si estende a comprendere i requisite obbligatori dell'assicurazione automobilistica di
(a) Qualsiasi pease che è un membro dell'unione europea
(b) Islanda, Liechtenstein, Norvegia, Andorra, Bosnia-Erzegovina, Montenegro, Serbia e Svizzera.

BAIL BOND - SPAIN ONLY

Autorizamos a la Oficina de Aseguradores de Automóviles de Madrid a actuar en nombre de nuestro Asegurado para obtener la liberación del vehiculo y/o del Asequrado y/o de la persona autorizada para conducir de mismo de detención oficial como consecurncia de un accidente.

A tal efecto la Oficina de Aseguaradores de Automóviles de Madrid queda autoizada por el presente para establecer garantias o depósitos hasta £10,000.

Nombre y Dirección del Asegurador Firma del Asegurador

FULL POLICY COVER DOES NOT APPLY WITHOUT UNDERWRITERS PRIOR AGREEMENT

---------- COPY ONLY ----------