

# Caravan and Camping Sites - Health and Safety Checklist

Please note: the following is not intended as an exhaustive list of areas to consider or a list of all potential hazards and controls relevant to your site.

<b>Correct Permissions</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>
Site Licence has all the correct details, and any changes have been notified to the Local Authority			
Planning consent and conditions met for 60 day permitted development			
Relevant and up-to-date exemption obtained for exempt organisations/charities			
All necessary planning permission and consents have been applied for/obtained			
Sufficient Public Liability Insurance cover			
<b>Fire Safety</b>			
Site specific Fire Risk Assessment undertaken and regularly reviewed			
Adequate separation between units. Including controls on the construction of decking between units, staircases, and awnings -according to site licence conditions and fire risk assessment			
No combustible sheds, storage or other structures within the separation distance, beneath caravans or decking			
Vegetation kept cut back			
Fire hose reels and extinguishers provided in accordance with site licence conditions/fire risk assessment			
Maintenance regime for firefighting equipment, including frost protection			
<b>Carbon monoxide (CO)</b>			
Notices that no gas heaters, naked flames or BBQs allowed within camping pods/tents/enclosed spaces			
CO advice given to users at booking and on arrival, advice displayed on site and at any retail point where BBQs sold.			
<b>Electric</b>			
Regular visual checks for damage to installations, including hook ups and equipment			
Electrical testing and inspection reports up to date, in compliance with site licence conditions/Statutory Guidance Note 3 (GN3)			
Work undertaken by competent person conversant with statutory requirements e.g. NICEIC or ECA contractor.			
Isolation of abandoned pitches			
Regular Residual Current Device (RCD) checks			
Overhead electrical cable lines insulated, anti-climb devices fitted.			
Warning notices displayed and advice given to site users (i.e. max load for hook ups)			
Ensure safety of all electrical equipment provided - interlocks fitted and regular (PAT) testing of all appliances by a competent person.			
<b>Gas</b>			
Replace old or perished gas hoses			
Annual gas safety checks of site boilers, water heaters and equipment in holiday lets by Gas Safe Installer registered to work on LPG on caravan sites			
Suitably sited, adequate, locked LPG compound for storage of new and used gas cylinders (away from buildings, drain gullies, overgrown vegetation).			
No stacking of cylinders, or cylinders stored outside the cage			
No smoking and warning signage displayed			
<b>Roadways and Footpaths</b>			

Access roads and footpaths are of suitable material, adequately lit and in good repair.			
Adequate road width or one-way system in place, no obstructions (to ensure access for emergency vehicles) and separate pedestrian routes where possible			
Speed limits imposed and clear signage			
Provide handrails to steps			
Adequate parking provision and vehicle management plan in place (include scooters, quad bikes, hover boards)			
<b>Site Facilities</b>			
Water supply complies with the Water Supply (Water Fittings) Regulations 1999			
Water supplies beyond the mains (e.g. Reg 8 private water supply, standpipes used to distribute water beyond the mains) inform EP team <a href="mailto:envhealth@dorsetcouncil.gov.uk">envhealth@dorsetcouncil.gov.uk</a> for Risk Assessment and potential sampling			
Satisfactory provision for foul drainage including disposal points for chemical closets			
Adequate provision of WC's, washing facilities in accordance with site licence conditions or planning approval			
Amenity blocks have slip resistant flooring, adequate cleaning procedures and signage for wet/slippery floors			
Thermostatic control valves fitted at water outlets (warning signage where necessary)			
Adequate arrangements for refuse disposal in place.			
Safe use of grass cutting and other maintained equipment by trained staff			
<b>Legionella</b>			
Legionella risk assessment carried out and control measures implemented.			
Boiler maintenance according to manufacturer's instructions.			
Remove redundant pipework.			
Run all showers and other fittings weekly to avoid water stagnating			
Dismantle and clean shower heads at least quarterly			
Keep water cisterns covered, insulated and free of debris			
Staff training and instructions to users			
Effective water treatment and sampling programme in place.			
<b>Site Specific Risk Assessment</b>			
A risk assessment of the site has been completed, control measures are implemented and it is reviewed regularly.			
Conflicting site uses/activities kept separate from the caravan site			
Safe working procedures and plan for siting / de-siting of static caravans (i.e. exclude members of the public from work area)			
Risk assessment and controls in place for site specific hazards, Examples: <ul style="list-style-type: none"> <li>• Water courses,</li> <li>• Steep slopes/sudden changes in level,</li> <li>• Flooding,</li> <li>• Heath fires,</li> <li>• Children's play equipment,</li> <li>• Ticks,</li> <li>• Asbestos</li> <li>• Zoonosis – animal contact and using land grazed on by animals</li> </ul>			