



# BEAUDESERT

OUTDOOR ADVENTURES

# Beaundesert Outdoor Adventures

## Standard Operating Procedure (SOP) & Risk Assessment

### BattleTag!

**Document ID:** SOP-BOA-BTAG-001.1

**Effective Date:** 28th March 2026

**Review Date:** March 2027

### 1.0 Purpose

To outline the standardized, safe, and progressive procedure for conducting an outdoor BattleTag Laser Tag session run by "The Fresh Air Gym" at Beaundesert Outdoor Adventures. This ensures a high-quality, fun, and well-organised experience while maintaining paramount safety standards for all participants.

### 2.0 Scope

This SOP applies to all visiting instructors (The Fresh Air Gym / Battle Tag staff) and participants engaging in laser tag activities on the Beaundesert site.

### 3.0 Location & Ratios

#### 3.1 Location & Boundaries

- **Primary Locations:** Naboth's Vineyard and Hollow Campsite
- **Boundaries:** The playing area must be clearly set out using red flags.
- **Restricted Zones:** Above the terrace campsite at the bottom of the "Lady Garden," a strict boundary must be enforced. No participants are permitted to go down the steps to the Ruins of Beaundesert Hall, as the steps are steep, slippery, and uneven. If the group extends down the valley, this remains a hard boundary.
- **Eastern Boundary:** Participants and marshals must be aware of barbed wire on the eastern boundary; red flags must clearly demark a safe distance from this hazard.
- **Bluebell Woods:** This area may be used for gameplay, but participants must be briefed to be mindful of brambles and prickly bushes.
- **Facilities:** The designated toilet block for these sessions is the Everitt Block.

Beaundesert Park,  
Cannock Wood,  
Rugeley,  
Staffordshire WS15 4JJ



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## 3.2 Ratios & Supervision

- **Minimum Age:** The minimum age for Laser tag is 6 years old.
- **Supervision:** All games are fully supervised by Fresh Air Gym/Battle Tag staff members. Children under 18 must be accompanied by a responsible adult, parent, guardian, or group organiser.
- **Other Site Users:** Instructors must maintain awareness of other users on the site, including Scouts, Guides, schools, and youth groups, ensuring game boundaries do not interfere with other activities.

## 4.0 Equipment & Staff Requirements

- **Gaming Equipment:** Taggers (emitting non-hazardous infra-red LED light beams), sensor vests, and RFID respawn fobs.
- **Control/Setup Devices:** Both team bases and a tablet/control device.
- **Staff Communications:** Instructors must carry radios for site communication.
- **Recall System:** Staff must carry a whistle (or distinct signalling device) to halt the game.
- **Staff Credentials:** All Battle Tag instructors must hold a valid DBS, appropriate First Aid qualifications, and be able to evidence safeguarding training (records to be held by Beaude Desert).

## 5.0 Safety Briefing & Game Rules

A mandatory safety briefing must be given to all players in the centre before proceeding to the game zones, explaining rules, boundaries, and timings.

- **Non-Contact:** Laser tag is not a contact sport; absolutely no physical contact is allowed between participants. Players should maintain a 2-metre distance and must not wave guns near other players' faces.
- **No Climbing:** No climbing on trees, structures, inflatable barricades, or bunkers.
- **Terrain Hazards:** Participants must be briefed on the immediate dangers of the woodlands, including slippery and uneven terrain, rabbit holes, ground debris, exposed tree roots, and general slip/trip hazards.
- **Equipment Handling:** Players must not disengage the batteries of the guns; doing so can cause the batteries to fall on the ground and be lost, rendering the gun useless. Players must not cover the sensors on their vests.
- **Compliance:** Participants must follow all instructions given by Battle Tag marshals. Failure to follow safety rules or behaving inappropriately may result in removal from the game without refund.
- **Substance Policy:** Participants under the influence of alcohol or drugs will not be allowed to participate.

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## 6.0 Session Procedure

### 6.1 Pre-Session Checks (30-45 minutes before players arrive)

- Turn on and test all taggers, vest sensors, respawn fobs, bases, and control tablets.
- Walk the woodland field to remove hazards and ensure boundaries, red flags, and cover areas are clear.

### 6.2 Introduction & Setup

- Ensure all participants (or their parents/guardians if under 18) have completed the Waiver agreement.
- Conduct the briefing in the centre.
- Divide players into teams (e.g., Red vs Blue) and issue vests and taggers.

### 6.3 Game Start & Active Marshalling

- Turn on taggers, load the selected game mode, move teams to start points, and initiate the game.
- Marshals must actively monitor player safety, assist with equipment failures, reset respawn fobs, and ensure players stay strictly inside the marked boundaries.

### 6.4 Session Conclusion

- Call all players back to the safe zone, stop all taggers, announce scores, and congratulate the winning team.
- Collect vests and taggers, check for damage, and turn them off. Recharge batteries if needed and reset software for the next session.

## 7.0 Emergency & Incident Procedure

- **Game Halt:** In the event of an emergency, or if wildlife enters the playing area, a specific signal (whistle blast) will be used to call the game to a halt and notify participants to return to base immediately.
- **Injury Response:** Stop the game immediately and provide first aid. If required, contact emergency services.
- **Reporting:** All accidents and incidents MUST be reported using the standard Beaundesert reporting procedure via the QR code and Microsoft Forms. Battle Tag instructors must immediately notify the Beaundesert duty team and the visiting group's leader.

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## 8.0 Risk Assessment

**Activity:** BattleTag Laser Tag (The Fresh Air Gym)

**Review Date:** March 2027

What are the hazards?	Who might be harmed?	Controls: What are you doing to control hazards?	Risk Rating
<b>Slips, Trips &amp; Falls</b> (Uneven woodland terrain, rabbit holes, exposed roots)	Participants, Staff	<ul style="list-style-type: none"> <li>Pre-session field walk to identify hazards .</li> <li>Specific briefing on woodland terrain dangers.</li> <li>Participants advised to wear suitable outdoor footwear.</li> </ul>	Medium
<b>Severe Falls</b> (Ruins of Beaudesert Hall steps)	Participants	<ul style="list-style-type: none"> <li>Strict red flag boundary placed above terrace campsite.</li> <li>Explicit briefing that no one is allowed down the slippery/uneven steps to the ruins.</li> </ul>	Tolerable
<b>Falls from Height</b>	Participants	<ul style="list-style-type: none"> <li>Players strictly briefed that climbing trees, barricades, or structures is not allowed.</li> </ul>	Low
<b>Collisions / Physical Injury</b>	Participants	<ul style="list-style-type: none"> <li>Briefing emphasizes non-contact sport.</li> <li>Rule to maintain a 2-metre distance and not wave guns near faces.</li> </ul>	Low
<b>Barbed Wire &amp; Brambles</b>	Participants	<ul style="list-style-type: none"> <li>Red flags strictly demark a safe distance from the eastern boundary barbed wire.</li> <li>Participants warned of brambles/prickly bushes in Bluebell Woods.</li> </ul>	Tolerable
<b>Lost/Damaged Equipment</b>	Battle Tag	<ul style="list-style-type: none"> <li>Briefing clearly instructs players not to disengage gun batteries to prevent them dropping and getting lost.</li> </ul>	Trivial
<b>Weather / Temperature / Light</b>	Participants, Staff	<ul style="list-style-type: none"> <li>Guests encouraged to wear appropriate clothing.</li> <li>Games stop if management decides light levels are insufficient.</li> </ul>	Low
<b>Traffic Movement</b>	Participants	<ul style="list-style-type: none"> <li>Speed in car parking areas restricted to 10mph.</li> </ul>	Low





### 9.0 Staff Acknowledgment

I, the undersigned, confirm that I am a designated Instructor for The Fresh Air Gym / Battle Tag operating at Beaundesert Outdoor Adventures. I have read, understood, and agree to adhere to all procedures and safety rules outlined in this SOP (SOP-BOA-BTAG-001.1) and Risk Assessment.

No.	Printed Name	Signature	Date
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## 10.0 Document Control & Review History

### Document Creation

Action	Name / Role	Date
Created By	Martin Kirby – Operations Manager – Beauesert Outdoor Adventures	March 2026
Approved by / Agreed with	Martin Kirby / Oliver Tombs / Luke Chance - Beauesert Management Andrew Leadbetter + Jamie Wood Fresh Air Gym	March 2026

**Review Log** This document is to be reviewed annually or following any significant incident or change to the activity.

Date of Review	Reviewed By	Comments / Changes Made	Next Review Due
March 2026	Management Team	Document Created and Effective (V1.0). Site-specific locations (Naboth's, Lady Garden limits) added. Boundaries and comms added.	March 2027

