

RISK ASSESSMENT RECORD HS2.28

WORK AREA/WORK ACTIVITY COVERED BY ASSESSMENT: Branstone General Risk Assessment

PEOPLE AFFECTED: EMPLOYEES: CONTRACTORS: VISITORS: MEMBERS OF PUBLIC: OTHER: Students.....

ASSESSOR'S NAME: Holly Medland

DESIGNATION: Teacher/ Course Leader

ASSESSMENT DATE: 23/02/2017

REVIEW DATE: 23/02/2018

ITEM NO	HAZARD IDENTIFIED	POTENTIAL OUTCOME FROM HAZARD	EXISTING CONTROL MEASURES	FURTHER CONTROL MEASURES REQUIRED	ALLOCATED TO?	TARGET DATE	COMPLETED
1	Behaviour	Minor/severe injuries.	<ul style="list-style-type: none"> • Students briefed on behaviour during activity. • Responsibility of supporting staff to remind students of expectations during activity. • Student behaviour will be the responsibility of visiting school staff. 				
2	Animal parts and droppings	Children picking up or touching droppings and animals parts which then cause illness	<ul style="list-style-type: none"> • Explain to the children not to pick up or touch animals dropping or parts of an animal (other than a feather) without checking with an adult. 				

3	Slips, trips, falls	Minor cuts/grazes, severs injury, death	<ul style="list-style-type: none"> • First aid kit and first aid trained staff member to be present. • Potential hazards of unstable ground to be explained beforehand to the group • Suitable footwear to be worn by all. • Chairs will be tucked under the tables or placed to the edges of the classroom during indoor activities. • Children will be told not to run inside the classrooms. 				
4	Infection	Sickness, diarrhoea	<ul style="list-style-type: none"> • Remind students to not put fingers in mouth or eat/drink during activity. • Wash hands immediately after activity. 				

5	Stings	Insect stings/bites, allergies, reactions, anaphylaxis	<ul style="list-style-type: none"> • Check for allergies prior to activity. • If a sting occurs seek first aid immediately. • Check area prior to activity for nests. • Keep to agreed search area. • Explain hazards of touching stinging nettles/brambles. 				
6	Ticks	Lyme's Disease	<ul style="list-style-type: none"> • Brief students to be 'tick aware'. • In areas of long grass, wear long trousers tucked in to socks. • Brief students to keep to mown paths. • Tell students to shake any items of clothing left on the ground, such as coats, prior to wearing again. • Check clothing and animals for ticks. • Give out Tick advice to schools prior to visit. • If a tick bite is suspected, advise that they seek immediate advice from a health care professional on how to remove. 				

7	Group management	Inadequate supervision, poor student behaviour causing cuts, burns, scolds, severe injury, death	<ul style="list-style-type: none"> • Staff ratios set at 1:6, with a minimum of two per group. • Max group size 10. • Support staff to accompany any students with additional needs. • Age appropriate activities to be planned and undertaken 				
8	Injury from equipment.	Minor cuts and scrapes from broken equipment, splinters, crushed fingers or bruising from quern stone, strangulation from yarn or bandages, injury from carrying sticks.	<ul style="list-style-type: none"> • Equipment is checked regularly by staff to ensure there are no breaks or hazards. • Children will be shown how to safely use all equipment at the beginning of the session. • Children will be told only one person can touch the quern stone at a time to avoid injury. • Only adults are allowed to lift the top off the quern stone. • Children are supervised at all times during the activity. • Children will be warned to be aware of their surroundings while carrying sticks and told to only carry them vertically while 				

			<p>moving.</p> <ul style="list-style-type: none"> • Child-safe scissors to be used in craft activities. 				
9	Allergies	Allergies to dairy or wheat.	<ul style="list-style-type: none"> • Check for allergies prior to activity. • If a reaction occurs seek first aid immediately. • Children not to eat any of the food items in the activity. • In case of possible reaction from exposure, another activity will be suggested. 				
10	Poisoning	Children pick and ingest poisonous material from the site i.e. mushrooms or cleaning supplies.	<ul style="list-style-type: none"> • All cleaning supplies are kept in a locked cupboard. • Children will be warned not to pick any plants they are unsure of. • Children will be told not to put anything in their mouths during workshops and self-led activities and to keep their hands away from their 				

			<p>mouths until they have washed them.</p> <ul style="list-style-type: none"> • Children will be told to wash their hands after every activity and before eating. 				
11	<p>Activity area:</p> <ul style="list-style-type: none"> • Pond • Farm machinery • Logs, wood piles 	<p>Drowning</p> <p>Cuts, trips, severe injury</p> <p>Trips and falls causing cuts, grazes, sprains, breaks.</p>	<ul style="list-style-type: none"> • Students given boundaries of agreed search area away from pond. • Position adults between pond area and search area. • Students told to keep away from the pond and platform unless with a member of Branstone staff. • Farm machinery not to be used when children onsite. • Move static farm machinery away from areas where students might come into contact with them. • Keep away from large wood piles. 				

			<ul style="list-style-type: none">• Do not attempt to move large woodpiles.				
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REMEMBER! *THE EXISTING CONTROL MEASURES ARE WHAT YOU ARE DOING NOW. FURTHER CONTROL MEASURES ARE WHAT YOU NEED TO DO TO ACHIEVE AN ACCEPTABLE LEVEL OF SAFETY. RISK ASSESSMENT IS A CONTINUOUS PROCESS, ANY SIGNIFICANT CHANGE WILL REQUIRE RE-ASSESSMENT