

Assessment: Risk Assessment of: Outdoor/Event Activity

Assessors Name: Jo Phillips **Date:** June 2011

Persons Affected: General Public, Schools, ECC staff, volunteer, visiting trainee teaching staff

Essex County Council/visiting schools should refer to the latest Generic Risk Assessments (normally kept at individual parks).

SLA (service Level Agreement) will be sent to schools prior to their visit

1. Environmental activities/All Walks and Activities On Site
2. Environmental activities/All Walks and Activities Outside
3. Woodland Walks/Sensory Activities
4. Conservation Work (Tree Planting)
5. Outdoor and Adventurous Activities (General)
6. Outdoor and Adventurous Activities
7. Shelter Building
8. Orienteering
9. Pond/River Dipping
10. Stranger Danger
11. Lunch Times
12. Adventure Playground
13. Lone Working at Centre/Park/On Site
14. Collecting Fire wood and Fire Lighting
15. Sitting around Camp Fire – Cooking On Camp Fire

Essex County Council/visiting schools should refer to the latest Generic Risk Assessments (normally kept at individual parks).

SLA (service Level Agreement) will be sent to schools prior to their visit

1. AREA OF CONCERN/ACTIVITY: Environmental activities/ALL WALKS AND ACTIVITIES ON SITE

HAZARD/ACTIVITY	RISK HAZARD	PERSONS AT RISK	CONTROL MEASURES	COMMENTS ACTIONS	RESIDUAL RISK RATING	YES IF ALL IN PLACE
Woodland walks All walks around site	Poisoning	All	<ul style="list-style-type: none"> Safety talks on fungi/berries given just before the walk commences. Include steps to take if a fungus is touched accidentally. Identify those not to touch Hands to be washed before eating after all activities. 	All groups to refer to the SLA with ECC	Low	yes
	<u>Slipping</u> Tripping	Pupils Staff Parents	<ul style="list-style-type: none"> Route to be assessed prior to visit if appropriate. At all times children not to lead walk into unassessed areas. Visitors and staff to wear appropriate footwear. 	Clothing worn is responsibility of parents/school visitors,	Low	Yes
	Puncture Wounds	Pupils Staff Parents	<ul style="list-style-type: none"> Suitable clothing to be worn covering body. Low branches to be avoided or removed if possible. 	School first aiders must check children's details prior to visit	Low	yes
	Insect bites	Pupils Staff Parents	<ul style="list-style-type: none"> Avoidance of areas known to have large numbers of stinging insects. Any insect bite allergies to be known to first aiders. First aid kit to be carried at all times. 	Children to wash hands prior to and after lunch	Low /Medium	Yes
	Unaware of SLA		<ul style="list-style-type: none"> Copies of all relevant SLA/Risk assessment to be handed out to all parents/helpers with school groups prior to start of visit to ensure best practice and awareness of all adults. 		Low	

Date of assessment: June 2011

signed: Jo.Phillips

next assessment due:

Hazard sheet/assessment ref:

GENERAL GENERIC ECC Park Risk Assessment – where applicable

2. AREA OF CONCERN/ACTIVITY: Environmental activities/ ALL WALKS AND ACTIVITIES OUTSIDE – page 1 of 2

HAZARD/ ACTIVITY	RISK HAZARD	PERSONS AT RISK	CONTROL MEASURES	COMMENTS ACTIONS	RESIDUAL RISK RATING	YES IF ALL IN PLACE
<u>Woodland walks</u>	Dog attack	Pupils Staff Parents	<ul style="list-style-type: none"> All visitors with groups informed on how to act around unleashed dogs. Run around games to take place in dog free zone if possible. 	Temperament of dogs always unknown	Low/Medium	Yes
	Person attack	Pupils Staff Parents	<ul style="list-style-type: none"> School parties should always be well supervised. Children not to go off alone or out of sight of adults except in groups and when location of children is known. Adults preferably in pairs in woods and given personal alarms or whistles. Safety talk given to all at start of day about ‘stranger danger’ – general awareness of all hazards. Advised of talk don’t walk for members of the public. 		Low	Yes
	Allergy/ Asthma – contd on next page	Pupils Staff Parents	<ul style="list-style-type: none"> First aiders should know of all pre-existing medical conditions. Asthma medication to be carried by person with condition. 	This should be identified on the confirmation booking sheet sent by school	Low	Yes

2 AREA OF CONCERN/ACTIVITY: Environmental activities / ALL WALKS AROUND SITE AND ACTIVITIES OUTSIDE – page 2 of 2

HAZARD/ACTIVITY	RISK HAZARD	PERSONS AT RISK	CONTROL MEASURES	COMMENTS ACTIONS	RESIDUAL RISK RATING	YES IF ALL IN PLACE
<u>All walks</u>	Allergy <u>Continued</u>	Pupils Staff Parents	<ul style="list-style-type: none"> Allergy relief to be carried in a sensible manner i.e. by person at risk or by person allocated to be with allergy sufferer. Same system may be used for very young children with asthma. 	Centre staff can not be responsible for medication carrying or take responsibility for attacks when condition is not known to them	Low	Yes
	Weather (injury, sunburn, extreme cold)	Pupils Staff Parents	<ul style="list-style-type: none"> Ranger to assess the day's weather and respond appropriately. Suitable clothing for weather conditions worn i.e. warm and waterproof for cold, wet conditions, full light body cover, sun cream & hat for hot weather. 	Clothing requirements specified on Park Activity Day information sent out in Activity Pack to schools	Low	Yes

Date of assessment: June 11
sheet/assessment ref:

signed: Jo Phillips

next assessment due:

Hazard

3. AREA OF CONCERN/ACTIVITY: WOODLAND WALKS/ SENSORY ACTIVITIES – page 1 of 2

HAZARD/ACTIVITY	RISK HAZARD	PERSONS AT RISK	CONTROL MEASURES	COMMENTS ACTIONS	RESIDUAL RISK RATING	YES IF ALL IN PLACE
<u>Blindfold Activities</u>						
Blindfold trails fixed and mobile	Trip Fall Bump	Pupils Staff Parents	<ul style="list-style-type: none"> Trail area checked for underfoot and head height hazards by Ed Ranger when laying out trail/choosing route. Groups supervised correctly by school staff/helpers. Allocated by Ed Ranger Use of trail explained to groups prior to walking around. 		Low	Yes
	Wounds from branches	Pupils Staff Parents			Low	Yes
Bat and Moth	Trip Fall Banged heads	Pupils Staff Pupils	<ul style="list-style-type: none"> Area chosen for game should avoid very rough ground and low tree branches. Children being “trees” form edge of game to prevent “Bat” and “Moth” wandering too far. 		Low	Yes

3. AREA OF CONCERN/ACTIVITY: WOODLAND WALKS/ SENSORY ACTIVITIES – page 2 of 2

HAZARD/ACTIVITY	RISK HAZARD	PERSONS AT RISK	CONTROL MEASURES	COMMENTS ACTIONS	RESIDUAL RISK RATING	YES IF ALL IN PLACE
<u>Blindfold activities</u>						
Meet a Tree	Trip Fall Bump	Pupils Staff Parents	<ul style="list-style-type: none"> Area chosen for game should avoid very rough ground and low branches, brambles and stinging nettles. 		Low	Yes
	Wounds from branches	Pupils Staff Parents	<ul style="list-style-type: none"> Children leading the blindfolded pupils told how to look out for hazards to their partner. First aid kit to be carried at all times. 		Low	Yes
<u>None blindfolded activities</u>						
Mirror walking	Trip Fall Bump	Pupils Staff Parents	<ul style="list-style-type: none"> Clear instructions given on how to use mirror and watch the ground. Ground chosen with not too many exposed roots and divots. 		Low	Yes
	Wounds from branches	Pupils Staff Parents	<ul style="list-style-type: none"> Choose area of trees with high branches. 		Low	Yes

Date of assessment: June 2011 signed: Jo Phillips

next assessment due:

Hazard

4. AREA OF CONCERN/ACTIVITY: CONSERVATION WORK – page 1 of 2

HAZARD/ ACTIVITY	RISK HAZARD	PERSONS AT RISK	CONTROL MEASURES	COMMENTS ACTIONS	RESIDUAL RISK RATING	YES IF ALL IN PLACE
<p><u>Tree planting, heath land</u></p>	<p>Slip Trip</p>	<p>Pupils Staff Parents</p>	<ul style="list-style-type: none"> All persons to wear required footwear and walk around in controlled manner. Unused spades to be stuck into ground not left lying flat. Groups to be suitably supervised by adults – 1:6 as in Codes of Practice. Ground conditions to be assessed and warnings given. 	<p>Teachers visiting need to be aware of risks and choose activities according to age and ability of children</p> <p>See ECC park Codes of Practice</p>	<p>Low</p>	<p>Yes</p>
	<p>Accident with tools</p>	<p>Pupils Staff Parents</p>	<ul style="list-style-type: none"> Tool safety talk to be given prior to starting activity. First aid kit to be carried at all times. 		<p>Low</p>	<p>Yes</p>
	<p>Cuts to hands</p>	<p>Pupils Staff Parents</p>	<ul style="list-style-type: none"> Gloves and suitable body cover to be worn. Instruction in pulling bracken must be given prior to activity. No bracken pulling during July and August. 		<p>Low</p>	<p>Yes</p>
	<p>Diseases</p>	<p>Pupils Staff Parents</p>	<ul style="list-style-type: none"> All cuts to be dealt with promptly. Cover all grazes and cuts with waterproof plasters/rubber gloves. Staff on site, are responsible to for ensuring their tetanus injection is up to date. Schools should have knowledge of children's (and parents' etc) tetanus immunisation status. 		<p>Low</p>	<p>Yes</p>

4. AREA OF CONCERN/ACTIVITY: CONSERVATION WORK – page 2 of 2

HAZARD/ACTIVITY	RISK HAZARD	PERSONS AT RISK	CONTROL MEASURES	COMMENTS ACTIONS	RESIDUAL RISK RATING	YES IF ALL IN PLACE
<u>Brash Fencing/ Habitat pile construction</u>	Cuts to hands	Pupils Staff Parents	.advice given on how to pull up bracken correctly.		Low	Yes
<u>Den building</u>	Puncture wounds and eyes	Pupils Staff Parents	<ul style="list-style-type: none"> Care taken when handling sticks in accordance with safety instructions given on site. Correct supervision of group ie no running etc. All given correct instructions regarding lifting of large/long pieces of wood. 	Instruction to be given to groups on site as appropriate	Low	Yes
	Lifting heavy objects	Pupils Staff Parents	<ul style="list-style-type: none"> All given correct instructions regarding lifting of large/long pieces of wood. 		Low	Yes
Pond clearance	Weil's Disease	Pupils Staff Parents	<ul style="list-style-type: none"> See 'Pond/River dipping/River studies RA for guidelines of working in or near water. 		Low	Yes

Date of assessment: June 2011
sheet/assessment ref:

signed: Jo Phillips

next assessment due:

Hazard

5. AREA OF CONCERN/ACTIVITY: OUTDOOR AND ADVENTUROUS ACTIVITIES (GENERAL)

HAZARD/ACTIVITY	RISK HAZARD	PERSONS AT RISK	CONTROL MEASURES	COMMENTS ACTIONS	RESIDUAL RISK RATING	YES IF ALL IN PLACE
<u>Slippery ground/ logs etc...</u>	Trip Fall Bump	Pupils Staff Parents	<ul style="list-style-type: none"> Suitable supervision of pupil's participants suitably dressed for activities as stated in ECC/Park Codes of Practice. 	Staff to follow instructions in ECC/Park Codes of Practice, Inset advice and safety talk at start of visit	Low	Yes
	Injury Puncture wounds (including eyes)	Pupils Staff Parents	<ul style="list-style-type: none"> Suitable supervision of pupils in light of protruding branches (eye wounds) etc Suitable clothing for activities. 		Low	Yes
	Cuts	Pupils Staff Parents	<ul style="list-style-type: none"> Suitable supervision of activities/ appropriate clothing in line with guidelines in ECC/Park Codes of Practice. 		Low	Yes
	Asthma attack	Staff Pupils Visitors	<ul style="list-style-type: none"> Pupils with asthma should carry own inhaler and staff should be aware of anyone at risk of an attack. 		Low	Yes

Date of assessment: June 2011
sheet/assessment ref:

signed: Jo Phillips

next assessment due:

Hazard

6. AREA OF CONCERN/ACTIVITY: OUTDOOR AND ADVENTUROUS ACTIVITIES

HAZARD/ ACTIVITY	RISK HAZARD	PERSONS AT RISK	CONTROL MEASURES	COMMENTS ACTIONS	RESIDUAL RISK RATING	YES IF ALL IN PLACE
<u>Team challenges</u>	Slip Trip Fall Bump	Pupils Staff Parents	<ul style="list-style-type: none"> • Appropriate clothing and footwear for the activity • Appropriate adult supervision ratios • Children are well supervised and under control • Pupils, staff, adults have understood objectives and are working safely • Demonstrate lifting and carrying techniques with objects and other people • First aid kit to be carried at all times 	Inset training and Codes of practice Visiting teachers need to be aware of risks and choose activities according to age and ability of children	Low	Yes
	Asthma attack	Pupils Staff Parents	<ul style="list-style-type: none"> • Inhaler to be carried and not left in lunchbag 		Low	Yes
Sensory/ Blindfold games	Slip, Trip Fall Bump	Pupils Staff Parents	<ul style="list-style-type: none"> • Adequate supervision to allow one adult per group • Ed Ranger gives safety talk before starting activity • Use of appropriate area. Check for hazards before starting • Remove glasses before wearing blindfold 		Low	Yes
	Weather	Pupils Staff Parents	<ul style="list-style-type: none"> • Ed ranger or visiting teacher to obtain daily forecast and assess ongoing conditions 	On occasion conditions may be unsuitable i.e. high winds	Low	Yes

7. AREA OF CONCERN/ACTIVITY: SHELTER BUILDING – page 1 of 2

HAZARD/ ACTIVITY	RISK HAZARD	PERSONS AT RISK	CONTROL MEASURES	COMMENTS ACTIONS	RESIDUAL RISK RATING	YES IF ALL IN PLACE
<u>Den Building</u>	Slip Fall trip	Pupils Staff Parents	<ul style="list-style-type: none"> Suitable supervision of pupils 1:6 Participants appropriately dressed Verbal instructions regarding movement around shelter building site 	Clothing worn responsibility of parents/visiting teachers	Low	Yes
<u>Stick carrying</u>	Cuts Splinters etc	Pupils Staff Parents	<ul style="list-style-type: none"> Suitable supervision of pupils and suitable hand wear and full body cover worn at all times. 		Low /Medium	Yes
Low branches	Puncture wounds Including eyes	Pupils Staff Parents	<ul style="list-style-type: none"> Suitable supervision of pupils in light of protruding branches. Instruction regarding carrying of sticks for building shelters in a safe manner First aid kit to be carried at all times 		Low	Yes

7. AREA OF CONCERN/ACTIVITY: SHELTER BUILDING – page 2 of 2

HAZARD/ACTIVITY	RISK HAZARD	PERSONS AT RISK	CONTROL MEASURES	COMMENTS ACTIONS	RESIDUAL RISK RATING	YES IF ALL IN PLACE
<u>Den building</u>	Lifting injury	Pupils Staff Parents	<ul style="list-style-type: none"> Correct instructions regarding lifting/carrying given to groups and avoidance of lifting when possible. 	<p>Follow instructions in ECC Park Codes of Practice</p> <p>Advice at Inset/pre visit</p>	Low	Yes
	Shelter falling down	Pupils Staff Parents	<ul style="list-style-type: none"> Visiting staff/pupils given instructions regarding safe shelter building including: <ol style="list-style-type: none"> No entering shelter while building is in progress and until checked for stability Careful planning and supervision of building process Careful dismantling of shelters in methodical manner i.e. main supports last of all. no one to enter a shelter already constructed and found on site. 		Low /Medium	Yes
	Weather	Pupils Staff Parents	<ul style="list-style-type: none"> Ed Ranger or visiting teacher to obtain daily forecast & assess ongoing changes for danger. 		Low	Yes
	Getting lost/abuse by public	Pupils Staff Parents	<ul style="list-style-type: none"> No one to go off alone. Bracken pulling supervised by adults. 		Low	Yes

Date of assessment: June 2011
sheet/assessment ref:

signed: Jo Phillips

next assessment due:

Hazard

HAZARD/ACTIVITY	RISK HAZARD	PERSONS AT RISK	CONTROL MEASURES	COMMENTS ACTIONS	RESIDUAL RISK RATING	YES IF ALL IN PLACE
<u>Orienteering</u>	Slip Trip Fall	Pupils Staff Parents	<p>See Generic RA 19 – School led orienteering</p> <ul style="list-style-type: none"> Suitable supervision of pupils 1:6 ideal, minimum of 5 adults from school required. Participants need to be suitably dressed – footwear for outdoor P.E. activities/full body cover. Ground conditions checked. First aider (member of school staff if self led group) present and first aid kit available. 	<p>Follow instructions in SLA Inset advice and safety talk at start of each visit</p> <p>Guidance notes available to reinforce safety</p>	Low	Yes
	Vehicles/ machinery on site	Pupils Staff Parents	<ul style="list-style-type: none"> Orienteering visitors warned of possible vehicles/ machinery/equipment in area and how to act safely. Warning of approaching vehicles shouted to all orienteers. 		Low	Yes
	Mountain bike	Pupils Staff Parents	<ul style="list-style-type: none"> Awareness of possibility of mountain bikers and safe action to be taken. 		Low	Yes
	Weather	Pupils Staff Parents	<ul style="list-style-type: none"> Ed Ranger or visiting teacher to obtain daily forecast & assess ongoing changes for danger. 		Low	Yes
	Dogs: Bites etc	Pupils Staff Parent	<ul style="list-style-type: none"> Information given how to reduce risk of dog attack i.e. Stop running/stand still until dog is under control. 		Low	Yes

8. AREA OF CONCERN/ACTIVITY: ORIENTEERING – page 1 of 2

8. AREA OF CONCERN/ACTIVITY: ORIENTEERING – page 2 of 2

HAZARD/ACTIVITY	RISK HAZARD	PERSONS AT RISK	CONTROL MEASURES	COMMENTS ACTIONS	RESIDUAL RISK RATING	YES IF ALL IN PLACE
<u>Orienteering</u>	Out of control horse	Pupils, Staff	<ul style="list-style-type: none"> All visitors informed of how to behave around horses. Children orienteering in groups. All groups have emergency whistle. Adults placed around orienteering area to form safety net – minimum 5 adults from school required. Groups go to known bases. 'Safe' adults have obvious identification. All groups must stay together. 		Low /Medium	Yes
	Person attack	Parent Pupils, Staff Parent			Low	Yes
	Pre-existing medical condition (epilepsy, asthma, diabetes etc)	Pupils, Staff Parent			<ul style="list-style-type: none"> All pupils to carry own medication if appropriate. Whistles to be blown if medical emergency. Emergency procedures agreed before session. 	Schools must obtain info from parents and ensure medication is available
	Getting lost	Pupils	<ul style="list-style-type: none"> Adults placed around orienteering area to form safety net. Min. 5 adults required. All pupils briefed before leaving base. All adults from school have obvious ID so pupils know they are 'safe' to go to for help. All groups must stay together, group sizes reflect age and orienteering experience of pupils. 	Coloured armbands used to identify groups of children to their adult	Low	Yes

Date of assessment:

June 11

signed:

Jo Phillips

next assessment due:

Hazard

9. AREA OF CONCERN/ACTIVITY: POND/RIVER DIPPING/RIVER STUDIES – page 1 of 2

HAZARD/ ACTIVITY	RISK HAZARD	PERSONS AT RISK	CONTROL MEASURES	COMMENTS ACTIONS	RESIDUAL RISK RATING	YES IF ALL IN PLACE
<u>Pond Dipping</u> Board walks	Slip Trip Fall	Pupils Staff Parents	<ul style="list-style-type: none"> Board walks when in place are checked regularly for damage. Chicken wire put on wooden boards to prevent slipping. Leaves and branches removed as required to maintain a sound walkway. Area locked and fenced off when not in supervised use. Children and adults advised to wear suitable footwear/clothing. 	Not all leaves can be removed in autumn – but less likely to be slipping on them	Low /medium	Yes
	Falling into water	Pupils Staff Parents	<ul style="list-style-type: none"> Board walks maintained and fences around water intact. Safety talk to all visitors including keeping hands away from faces. Before commencing the activity to ensure it is not forgotten. Information on Weils/lyme disease provided for all schools. Appropriate medical precautions taken to cover existing cuts and grazes with waterproof plasters/rubber gloves and new cuts to be treated according to health and safety guidelines. 		Low	Yes

9. AREA OF CONCERN/ACTIVITY: POND/RIVER DIPPING/RIVER STUDIES – page 2 of 2

HAZARD/ ACTIVITY	RISK HAZARD	PERSONS AT RISK	CONTROL MEASURES	COMMENTS ACTIONS	RESIDUAL RISK RATING	YES IF ALL IN PLACE
<u>Pond dipping</u>	Fall drowning	Pupils Staff Parents	<ul style="list-style-type: none"> Throwing line available in large scale ponds 	Requires good staffing by school to maintain safe group sizes and suitable supervision	Low	Yes
River dipping/ River studies	Slip Trip Fall	Pupils Staff Parents	<ul style="list-style-type: none"> Group sizes suitable for area used, 1:6 min Use safely accessible portions of the riverbank and check underfoot conditions. All persons to wear suitable footwear. Safety issues to be discussed prior to activity. 	On occasion conditions will be unsuitable	Low /Medium	Yes
	Drowning	Pupils Staff Parents	<ul style="list-style-type: none"> Rules above to be followed to prevent falling and constant supervision of all groups. Water conditions to be assessed as safe. Throwing line to be available. 		Low	Yes
	Disease	Pupils Staff Parents	<ul style="list-style-type: none"> All to be aware of Weils/lyme disease and its prevention. First aiders to be fully conversant with procedure if cuts occur during activity ie immediate cleaning and covering with waterproof plasters/rubber gloves. 		Low	Yes
	Weather	Pupils Staff Parents	<ul style="list-style-type: none"> Ed. Ranger or visiting teacher to obtain daily forecast & assess ongoing changes for danger. 		Low	Yes

Date of assessment: June 2011
sheet/assessment ref:

signed: Jo Phillips

next assessment due:

Hazard

10. AREA OF CONCERN/ACTIVITY: **STRANGER DANGER**

HAZARD/ ACTIVITY	RISK HAZARD	PERSONS AT RISK	CONTROL MEASURES	COMMENTS ACTIONS	RESIDUAL RISK RATING	YES IF ALL IN PLACE
<p><u>All activities</u> at all ECC Parks</p>	<p>Person attack/ verbal abuse by member of public</p>	<p>Pupils Staff Parents</p>	<ul style="list-style-type: none"> • Whistles issued as appropriate for own safety. • We are strangers to group, ID to be worn. • Close supervision of groups taking in to account recommended ratios. • Measures appropriate to activities and age groups. • No trip to toilet alone. Two children to go with teacher. • Include members of the public on site and tell to respect them and keep away – in general safety. • Discourage children from interacting with adults and children from outside their own group – instruction appropriate to age of children, advise teachers prior to visit to mention to children and supervising adults. • See activity assessments for specific details. 	<p>School staff must be appropriately briefed by their visit organiser</p> <p>Leading teacher from school needs to be aware of risks through INSET training/pre-visit/ reading Codes of Practice</p>	<p>Low</p>	<p>Yes</p>

Date of assessment: June 2011 signed: sheet/assessment ref:

Jo Phillips

next assessment due:

Hazard

GENERAL GENERIC ECC Park Risk Assessment – where applicable

11. AREA OF CONCERN/ACTIVITY: LUNCH TIMES – THESE ARE NOT SUPERVISED BY Ranger/Ed. Ranger STAFF

HAZARD/ ACTIVITY	RISK HAZARD	PERSONS AT RISK	CONTROL MEASURES	COMMENTS ACTIONS	RESIDUAL RISK RATING	YES IF ALL IN PLACE
Lunch time Games, activities	Trip Slip Fall	Pupils Staff Parents	<ul style="list-style-type: none"> Pupils must be supervised as appropriate by own staff/parents/helper. 	School staff must be appropriately briefed by their Ed. Ranger	Low/Medium	Yes
	Weather	Pupils Staff Parents	<ul style="list-style-type: none"> Activities should be appropriate to terrain/ weather conditions and suitably supervised and equipped. 		Low	Yes
	Person attack		<ul style="list-style-type: none"> Groups must have first aider with them. Assess wither conditions before beginning activities. Visits to toilets supervised by adults at all times. 		Low	Yes
Adventure playground			See relevant Risk Assessment. Where applicable as above			

Date of assessment: June 2011 **signed:**
sheet/assessment ref:

Jo Phillips

next assessment due:

Hazard

12. AREA OF CONCERN/ACTIVITY: ADVENTURE PLAYGROUND

HAZARD/ACTIVITY	RISK HAZARD	PERSONS AT RISK	CONTROL MEASURES	COMMENTS ACTIONS	RESIDUAL RISK RATING	YES IF ALL IN PLACE	
Adventure Playground at relevant Country Park	Trip Slip Fall	Pupils Staff Parents	<p>ALL PUPILS MUST BE SUPERVISED AT ALL TIMES BY AN ADULT AT THE ADVENTURE PLAYGROUND AREA</p> <ul style="list-style-type: none"> Risks of running explained. Danger areas pointed out. Pupils must use equipment in manner intended by design i.e. no climbing on top of equipment. Falls from low height (ie not from on top of equipment) are protected by safety surface (cushion fall). Sensible number of people allowed on any part of playground at any time (depends on age, size etc of people). Visual inspection daily of area. Full inspection weekly. 	Close adult supervision at all times	Low	Yes	
	Fall from equipment	Pupils Staff Parents		<ul style="list-style-type: none"> Pupils must use equipment in manner intended by design i.e. no climbing on top of equipment. Falls from low height (ie not from on top of equipment) are protected by safety surface (cushion fall). 	Minimum ratio of 1:10 to children essential at all times	Low	Yes
	Overcrowding on equipment			<ul style="list-style-type: none"> Sensible number of people allowed on any part of playground at any time (depends on age, size etc of people). 	Close supervision of whole playground is essential.	Low	Yes
	Vandalism/damage				If possible, a member of staff to be placed by each piece of equipment. Log kept	Low	Yes

Date of assessment: June 2011 signed: Jo Phillips

next assessment due: Hazard sheet/assessment ref:

13 AREA OF CONCERN/ACTIVITY LONE WORKING– page 1 of 2

HAZARD/ ACTIVITY	RISK HAZARD	PERSONS AT RISK	CONTROL MEASURES	COMMENTS ACTIONS	RESIDUAL RISK RATING	YES IF ALL IN PLACE
Lone working on the park	Intruders	Staff	<ul style="list-style-type: none"> • Inform someone when working late/early. • All doors/windows shut and locked when working alone in centre. • Carry mobile phone around when moving between buildings. • Carry a radio if on certain sites. • Contractors must make an appointment. • Do not open door until identity verified. 	<p>All staff work alone at times (Ed. Ranger, Ranger, teacher and cleaner)</p> <p>All to be aware of control measures</p>	Low	Yes
	Injury	Staff	<ul style="list-style-type: none"> • Do not climb when working alone. • Do not carry heavy objects alone. • Use tools correctly when working alone. 	<p>Inform visitors who may be alone with a sick child etc</p>	Low/ Medium	Yes
	Fire	Staff	<ul style="list-style-type: none"> • Dial 999. • Exit building by nearest escape route and stay out until allowed in by emergency services. • Only fight fire when small enough to be put out by extinguisher. Use correct type. • Get well away from building (near car park) and stay out. • Avoid lone working when ever possible. <p>(See also Specific Fire Risk Assessment) Refer to ECC (where is this) Safety Policies and Codes of Practice</p>	<p>Fire awareness of staff needed</p>	Low	Yes

GENERAL GENERIC ECC Park Risk Assessment – where applicable

13. AREA OF CONCERN/ACTIVITY: LONE WORKING AT CENTRE/ON SITE – page 2 of 2

HAZARD/ ACTIVITY	RISK HAZARD	PERSONS AT RISK	CONTROL MEASURES	COMMENTS ACTIONS	RESIDUAL RISK RATING	YES IF ALL IN PLACE

Date of assessment:

Sept 10

signed:

Jo Phillips

next assessment due:

Hazard sheet/assessment ref:

14. AREA OF CONCERN/ACTIVITY: COLLECTING FIRE WOOD AND FIRE LIGHTING

HAZARD/ACTIVITY	RISK HAZARD	PERSONS AT RISK	CONTROL MEASURES	COMMENTS ACTIONS	RESIDUAL RISK RATING	YES IF ALL IN PLACE
<u>Collecting materials</u>		Pupils Staff Parents	<ul style="list-style-type: none"> See risk assessment for gathering materials in <u>Den Building</u>. 			
<u>Fire lighting</u>	Burns	Pupils Staff Parents	<ul style="list-style-type: none"> Safety talk given. Well defined fire area with practiced procedure for entering and leaving it. Keep area clear of obstacles. 'No running' policy in all areas of forest/woodland. Water/fire blanket/first aid kit kept close to hand. Constant supervision of group (at least two adults with small group). Only leader to have matches. Fire striker to be used unless wet. Matches or lighter as last resort.. 	<p>Any child behaving inappropriately will be asked to leave the fire area.</p> <p>Matches kept with leaders at all times</p>	Low	Yes

Date of assessment: June 2011
sheet/assessment ref:

signed:

Jo Phillips

next assessment due:

Hazard

15. AREA OF CONCERN/ACTIVITY: SITTING AROUND CAMP FIRE – COOKING ON FIRE – page 1 of 2

HAZARD/ACTIVITY	RISK HAZARD	PERSONS AT RISK	CONTROL MEASURES	COMMENTS ACTIONS	RESIDUAL RISK RATING	YES IF ALL IN PLACE
Burning by falling into fire	Burns	Pupils Staff Parents	<ul style="list-style-type: none"> • Safety talk given • Well defined fire area with practiced procedure for entering and leaving it • Keep area clear of obstacles • 'No running' policy in all area of Forest/woodland • Water/fire blanket/first aid kit kept close at hand • Constant supervision of group with suitable adult pupil ratios 	Any pupil not behaving appropriately will be removed from activities	Low	Yes
Cooking using stick/pop corn cooker	Burns Puncture wounds	Pupils Staff Parents	<ul style="list-style-type: none"> • Safety talk given on not touching hot things, not waving cooking equipment or hot sticks about 	Any pupil not behaving appropriately will be removed from activities	Low	Yes

15. AREA OF CONCERN/ACTIVITY: SITTING AROUND CAMP FIRE – COOKING ON FIRE – page 2 of 2

HAZARD/ACTIVITY	RISK HAZARD	PERSONS AT RISK	CONTROL MEASURES	COMMENTS ACTIONS	RESIDUAL RISK RATING	YES IF ALL IN PLACE
<u>Cooking</u>	Burns	Pupils Staff Parents	<ul style="list-style-type: none"> • Small group working • At least two adults – one to supervise cooking and the fire, the other supervising the wider area • Keep a calm atmosphere at all times • Re-enforce good practice and procedure around the fire area 	Any pupils who can not behave appropriately will be removed from activities for own and others safety	Low	Yes

Date of assessment: June 2011

signed: Jo Phillips

next assessment due: Hazard sheet/assessment ref: