

CHILDREN'S SERVICES RISK ASSESSMENT TEMPLATE FORM RATF-001

Site Risk Assessment

To be completed using: Children's Services Safety Guidance Procedure SGP 01/07 (Risk Assessment)

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| Location / Site | Purbrook Infant School |
| Activity / Procedure | Site |
| Assessment date | 24.05.17 |
| Assessment serial number | Insert local serial/identification number for future reference |

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|------------------------------|---|
| Identify hazards | Record all hazards that could cause harm or injury – add appropriate detail about the type and location of hazards |
| <u>Slope</u> | <ul style="list-style-type: none"> • Slips, trips. |
| <u>Manhole covers</u> | <ul style="list-style-type: none"> • Slips, trips. |
| <u>Hedgerow</u> | <ul style="list-style-type: none"> • Wasps, bees. • Ingestion. • Scratches. |
| <u>Learning Lodge</u> | <ul style="list-style-type: none"> • Splinters. • Falling down. • Litter. |
| <u>Forest</u> | <ul style="list-style-type: none"> • Low light. • Low branches. • Trips. • Uneven ground. |

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| <p><u>Strangers</u></p> <ul style="list-style-type: none"> • Litter, debris. • Potential sharp objects. |
| <p><u>Wild Animals</u></p> <ul style="list-style-type: none"> • Fox and faeces. |
| <p><u>Old or dead trees</u></p> <ul style="list-style-type: none"> • Breaking/falling. |
| <p><u>Ticks</u></p> <ul style="list-style-type: none"> • Tick bite. • Lymes disease. |
| <p><u>Insect bites and stings</u></p> <ul style="list-style-type: none"> • Wasps, bees, horseflies |
| <p><u>Toxic plants and fungi</u></p> <ul style="list-style-type: none"> • Ingestion. • Rashes. • Stings. |
| <p><u>Inclement weather</u></p> <ul style="list-style-type: none"> • High wind. • Cold. • Thunder and lightning. • Heat/sun. • Heavy rain. • Flooding. |

| Identify people at risk | Circle boxes where persons may be affected by hazards | |
|---------------------------|---|-----------|
| Employees | YES | NO |
| Visitors | YES | NO |
| Contractors | YES | NO |
| Vulnerable persons | YES | NO |
| Pupils | YES | NO |

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| Existing level of risk | Consider current level of risk |
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CHILDREN'S SERVICES HEALTH & SAFETY

| HIGH | MEDIUM | LOW | NEGLIGIBLE |
|---|--------|---|------------|
| Control measures | | List your control measures required to reduce risk – add appropriate detail about the type and location of controls | |
| <p><u>Slope</u></p> <ul style="list-style-type: none"> • Discuss with children how to approach the slope safely and the best way to traverse. | | | |
| <p><u>Manhole covers</u></p> <ul style="list-style-type: none"> • Check condition before session. • Make group aware of potential trip hazard. • If needs maintenance make caretaker aware by recording in book and do not use area. | | | |
| <p><u>Hedgerow</u></p> <ul style="list-style-type: none"> • Check condition before session. • Be aware of seasonal changes to plants. • No pick, no lick. • Make on the spot risk assessments regarding amount of bees/wasps around the hedgerow. • Be aware of any children or adults who may have allergies. | | | |
| <p><u>Learning Lodge</u></p> <ul style="list-style-type: none"> • Check condition of building and area before each session. • Remove any litter or debris using gloves. | | | |
| <p><u>Forest</u></p> <ul style="list-style-type: none"> • Make children aware of trip hazards • Be aware of low hanging objects e.g. at eye height- if needed mark any hazards with a bright string | | | |
| <p><u>Strangers</u></p> <ul style="list-style-type: none"> • Check the site before the session and remove any litter or debris using gloves. • Be aware of the possibility of hazardous items e.g.: sharps. • Remind the children of 'stranger danger'. | | | |

- Politely challenge any unauthorised persons near the site.
- Always carry a mobile phone with the office contact numbers.

Wild Animals

- Be aware that the fox may be active around the site.
- Avoid areas that it is using.
- Carry poo bags and check site for faeces before the session.
- Brief children on not touching any poo and telling an adult immediately.
- Children must inform an adult immediately if they see the fox and must be told not to approach it.
- If the fox is seen, recall all children and adults to the pre-agreed muster point for that session.

Old or dead trees

- Identify any old or dead trees and monitor.
- Encourage the group to identify old or dead trees and not use them for fastening or climbing.

Ticks

- Educate children and adults on the risks of tick bites and how to avoid this.
- Ensure adults and children have long socks, trousers and long sleeved tops on to reduce the risk of tick bites.
- Advise parents and adults as to the identification, checking and treating of tick bites.
- Lyme Disease information poster to readily available.

Toxic plants and fungi (see Natural Materials Risk Assessment)

- Check the site before each session and identify any hazards.
- Maintain up to date identification resources.
- Be prepared to avoid areas during activities.
- Make children in the group aware of any hazards.

Inclement weather (see Poor Weather Procedures)

- Before each session the local weather forecast will be checked.
- On the spot risk assessments will be made if the weather conditions change.
- All adults to be aware that weather conditions can change suddenly.
- All participants should be adequately prepared for any weather.

CHILDREN'S SERVICES HEALTH & SAFETY

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| Remaining level of risk | | Consider level of risk following use of control measures | |
| HIGH | MEDIUM | LOW | NEGLIGIBLE |

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| Assessor's comments | Insert comments relevant to findings as appropriate |
| <p>Before each session the Forest School leader will carry out a site assessment and respond to any hazards appropriately.</p> | |

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|--------------------------|------------------------------|-------------|
| Name of assessor | Signature of assessor | Date |
| Emma Owen and Lucy Rolfe | E Owen L Rolfe | 24.05.17 |

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| Manager's comments | Insert comments relevant to assessment as appropriate |
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|------------------------|-----------------------------|-------------|
| Name of manager | Signature of manager | Date |
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| Risk assessment reviews | Set future review dates & sign/comment upon completion |
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| Review date | Reviewed by | Reviewer signature | Remarks |
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