

# 1 Risk Assessments by ACTIVITY

## 1.1 Habitats

### 1.1.1 Pond Dipping

#### **Hazards**

Working by deep water, Weil's Disease, using equipment, invertebrates.

#### **Safety Precautions**

1. For water precautions, see 2.2.1 (Middle Pond).
2. For Weil's Disease, see 3.3.1 (Weil's Disease).
3. Equipment:
  - a. Nets - only one child dipping at a time. Nets are to be carried upright and care taken to avoid hitting others.
  - b. Magnifying glasses - made from glass, so care needs to be taken. Also they are not to be placed in direct sunlight, to avoid causing fires.
4. Invertebrates should only be picked up with equipment, not fingers.

#### **Severe Weather Precautions (cold/wet/windy)**

1. Advise visiting groups to wear/bring Wellingtons/strong shoes, warm and waterproof clothing.
2. If rain becomes heavy or wind becomes too strong, return to the New Forest Study Centre.
3. If weather is so severe that it would endanger health, the visit should be cancelled, either in advance (if possible) or at the time.

#### **Severe Weather Precautions (full sunshine)**

1. Advise visiting groups to wear sunscreen and bring clothes to cover up.
2. Advise to bring plenty of drinks and provide with water if and when necessary.
3. Keep times when the group is in full sun to a minimum.
4. Avoid exposed areas during midday sun.

Risk Level: **Medium**

### 1.1.2 Minibeasting

#### **Hazards**

Tripping, dropping objects on foot, invertebrates, soil borne diseases.

#### **Safety Precautions**

1. Set boundaries so no risk of losing children.
2. No running.
3. Instruct children to take care when moving objects and not to attempt to pick up large objects.
4. Children to only pick up invertebrates with equipment provided.
5. For soil borne diseases, see 3.4 (Other Diseases).

**Severe Weather Precautions**

See 1.1.1 (Pond Dipping).

Risk Level: **Low**

**1.1.3 Making Soil****Hazards**

Tripping, soil borne diseases.

**Safety Precautions**

See 1.1.2 (Minibeasting).

**Severe Weather Precautions**

See 1.1.1 (Pond Dipping).

Risk Level: **Low**

**1.1.4 Animal Graveyard****Hazards**

Chicken wire, soil borne/animal carried diseases.

**Safety Precautions**

1. Children are not to touch anything in the graveyard area.
2. For soil borne diseases, see 3.4 (Other Diseases).
3. Keep to the path.
4. No running.

**Severe Weather Precautions**

See 1.1.1 (Pond Dipping).

Risk Level: **Low**

**1.1.5 Meet a Tree****Hazards**

Blindfolds, tripping.

**Safety Precautions**

1. Blindfolded children are to be led by the shoulders with care taken to avoid tripping.
2. When the children are led to a tree, before touching it, the blind folded partner must first put their arms out in front to avoid banging into the tree.
3. No running.

**Severe Weather Precautions**

See 1.1.1 (Pond Dipping).

Risk Level: **Low**

**1.1.6 Make a Tree****Hazards**

Bumping into each other.

**Safety Precautions**

1. Ensure that there is enough space for the activity to take place.
2. Ensure that the activity is controlled.

**Severe Weather Precautions**

See 1.1.1 (Pond Dipping).

Risk Level: **Low**

**1.1.7 Eye in the Sky****Hazards**

Mirrors, tripping.

**Safety Precautions**

1. Make sure that only mirrors in cardboard surround are used.
2. One partner guides the other child, so avoiding tripping.

**Severe Weather Precautions**

See 1.1.1 (Pond Dipping).

Risk Level: **Low**

**1.1.8 Leaf Slides****Hazards**

Picking a prickly leaf (i.e. holly/bramble), looking into the sun.

**Safety Precautions**

1. Instruct the children to take care when selecting a leaf.
2. Warn the children not to look directly into the sun.

**Severe Weather Precautions**

See 1.1.1 (Pond Dipping).

Risk Level: **Low**

### 1.1.9 Food Chains

#### **Hazards**

Stuffed animals (fur allergies, wire in animals).

#### **Safety Precautions**

Do not allow the children to touch the animals.

#### **Severe Weather Precautions**

See 1.1.1 (Pond Dipping).

Risk Level: **Low**

### 1.1.10 Oh Deer!

#### **Hazards**

Tripping, bumping into each other.

#### **Safety Precautions**

Ensure that the children have been instructed to take care and that the game is conducted in a controlled manner.

#### **Severe Weather Precautions**

See 1.1.1 (Pond Dipping).

Risk Level: **Low**

### 1.1.11 Tree Passports

#### **Hazards**

Tripping, brambles/holly.

#### **Safety Precautions**

1. Ensure that the children have been instructed to take care.
2. No running.
3. Set Boundaries.

#### **Severe Weather Precautions**

See 1.1.1 (Pond Dipping).

Risk Level: **Low**

### 1.1.12 Dopey Dormouse

**Hazards**

Hot water, glass, bracken/brambles.

**Safety Precautions**

1. Ensure that only adults are allowed to hold the full bottles (KS1) or that the children are warned about the potential danger.
2. Warn the children not to pick brambles or bracken.

**Severe Weather Precautions**

See 1.1.1 (Pond Dipping).

Risk Level: **Low**

### 1.1.13 Migration Headache

**Hazards**

See 1.1.10 (Oh Deer!).

**Safety Precautions**

See 1.1.10 (Oh Deer!).

**Severe Weather Precautions**

See 1.1.1 (Pond Dipping).

Risk Level: **Low**

### 1.1.14 Giant Flowers

**Hazards**

None.

**Safety Precautions**

Not applicable.

**Severe Weather Precautions**

See 1.1.1 (Pond Dipping).

Risk Level: **Low**

### 1.1.15 Bee Game

**Hazards**

Slipping, bees/wasps.

**Safety Precautions**

1. Ensure that the children have been instructed to take care.
2. For bees/wasps, see 3.1 (Stings).

**Severe Weather Precautions**

See 1.1.1 (Pond Dipping).

Risk Level: **Low**

### 1.1.16 Successful Seed (Run and Yell)

**Hazards**

Tripping, shortness of breath.

**Safety Precautions**

1. Ensure that the game is played up hill.
2. Ensure that the game is carried out in a controlled manner.
3. Warn any asthmatics that they may experience shortness of breath, and advise not to take part if they are concerned.

**Severe Weather Precautions**

See 1.1.1 (Pond Dipping).

Risk Level: **Low**

## 1.2 Senses and Adaptations

### 1.2.1 Introduction

**Hazards**

Stuffed animals.

**Safety Precautions**

See 1.1.9 (Food Chains).

**Severe Weather Precautions**

See 1.1.1 (Pond Dipping).

Risk Level: **Low**

### 1.2.2 Mole Walk

#### **Hazards**

Blindfolds, tripping.

#### **Safety Precautions**

1. Warn the children not to put their blindfolds on until they are holding on to the rope trail, and not to let go of the rope.
2. To hold the hand that is not holding the rope out in front to protect their face from branches.
3. To walk slowly around the course.

#### **Severe Weather Precautions**

See 1.1.1 (Pond Dipping).

Risk Level: **Low**

### 1.2.3 Squirrel Run

#### **Hazards**

Slipping off the log, brambles.

#### **Safety Precautions**

Warn the children to walk slowly and carefully and to be aware of brambles.

#### **Severe Weather Precautions**

See 1.1.1 (Pond Dipping).

Risk Level: **Low**

### 1.2.4 Badger Sniff

#### **Hazards**

Banging head, tripping.

#### **Safety Precautions**

1. No running.
2. Limit the number of children in one area at a time.

#### **Severe Weather Precautions**

See 1.1.1 (Pond Dipping).

Risk Level: **Low**

## 1.2.5 Rabbit Tunnel

### **Hazards**

Grazed knees, banged heads, collisions in the tunnel, tripping.

### **Safety Precautions**

1. Ensure that the children are wearing trousers.
2. Education Officer to place hand their hand on each child's head as they enter the tunnel.
3. Place another adult at the end of the tunnel.
4. Warn the children to walk, not run, back to the rest of the group once they have been through the tunnel.

### **Severe Weather Precautions**

See 1.1.1 (Pond Dipping).

Risk Level: **Low**

## 1.2.6 Snake Squirm

### **Hazards**

Bumping into branches.

### **Safety Precautions**

Warn the children to take care and not to rush.

### **Severe Weather Precautions**

See 1.1.1 (Pond Dipping).

Risk Level: **Low**

## 1.2.7 Woolly Worms

### **Hazards**

Tripping.

### **Safety Precautions**

1. No running.
2. Pay attention to where they are walking.
3. Ensure that the game is carried out in a controlled manner.

### **Severe Weather Precautions**

See 1.1.1 (Pond Dipping).

Risk Level: **Low**

## 1.2.8 Colour Pallets

### **Hazards**

Prickly plants, poisonous plants/fungi.

### **Safety Precautions**

1. Ensure that children are always with an adult.
2. Warn them not to touch any berries unless they are told that they are safe.
3. Warn them not to touch any fungi.
4. Warn them not to pick brambles or pull bracken.

### **Severe Weather Precautions**

See 1.1.1 (Pond Dipping).

Risk Level: **Low**

## 1.2.9 Baby Bird Feeding

### **Hazards**

See 1.1.10 (Oh Deer!).

### **Safety Precautions**

See 1.1.10 (Oh Deer!).

### **Severe Weather Precautions**

See 1.1.1 (Pond Dipping).

Risk Level: **Low**

## 1.3 Stream Study

### 1.3.1 Testing Velocity, Depth and Width of Stream

#### **Hazards**

Slipping into stream, Weil's Disease, tripping, equipment.

#### **Safety Precautions**

1. Ensure that the group stays in visual contact at all times.
2. Education Officer must carry a throw bag.
3. Ensure that no one wades in the water unless asked to do so and that no one splashes or pushes.
4. For Weil's Disease, see 3.3.1 (Weil's Disease).
5. No running.
6. Pay attention to where they are walking.

7. Ensure that the study is carried out in a controlled manner.
8. When climbing down the bank ensure that the bank is stable and that there is something/someone firm to hold onto.
9. Only cross at the narrowest point of the stream.
10. Care should be taken when carrying/using equipment; metre rules should be carried upright as described for nets (see 1.1.1).

### **Severe Weather Precautions**

See 1.1.1 (Pond Dipping).

Risk Level: **Low**

## **1.4 Orienteering**

### **1.4.1 Compass Course**

#### **Hazards**

Swinging compass, getting lost, tripping.

#### **Safety Precautions**

1. Warn children of dangers of swinging compass.
2. KS 1-2 - an adult needs to be with each group. KS3 and beyond - up to the discretion of Education Officer.
3. If accompanied, the adult must have a map of the course.
4. If unaccompanied, each group must have a whistle and be aware of the emergency procedure, which is:
  - a. 6 blasts of the whistle, then wait 10 seconds, and then continue blowing in groups of six, with ten second intervals, until told to stop by Education Officer.
  - b. The group should stay exactly where they are (unless they are in danger, when they should move to safety and then call for help).
  - c. The Education Officer will respond with 3 blasts of the whistle.
  - d. If the groups hear a bell it means they have 10 minutes to make their way back to the New Forest Study Centre.
5. No running.
6. If Education Officer is with a group they need to go last, picking up any groups that may have become lost, along the way.
7. No child is to leave the group while on the course.

### **Severe Weather Precautions**

See 1.1.1 (Pond Dipping).

Risk Level: **Low**

## 1.4.2 Habitat Orienteering

### **Hazards**

Getting lost, tripping.

### **Safety Precautions**

1. No running.
2. Pay attention to where they are walking.
3. Ensure that the course is carried out in a controlled manner.
4. For emergency procedure, see 1.4.1 (Compass Course).
5. No child is to leave group while on the course.
6. An adult is to be stationed by Middle Pond with a throw bag.
7. If there are enough adults, post one back in the classroom in case of emergency.
8. No crossing roads or stiles.
9. Children must keep to the paths.
10. No one is to go past the yellow boundary markers.

### **Severe Weather Precautions**

See 1.1.1 (Pond Dipping).

Risk Level: **Low**

## 1.5 Teambuilding

### 1.5.1 Selection of Activities

#### **Hazards**

Balls, blindfolds, cans, ropes, pit, tyres, carrying other children.

#### **Safety Precautions**

1. Pay attention to where they are walking.
2. Ensure that the activities are carried out in a controlled manner.
3. Ensure that the balls are not thrown at anyone.
4. If blindfolds are being used that care is taken and children are behaving sensibly.
5. Only cans with smooth edges are to be used; no one is to put them in their mouth.
6. Ensure that when ropes are being used that there is no risk of strangulation.
7. The Pit:
  - a. Everyone must be standing up.
  - b. No one is to carry anyone else.
  - c. Be aware of planks falling on toes/fingers.
  - d. Be aware of slight drop.
  - e. Ideally Education Officer should be in pit ready to support anyone who looks like they may fall (always paying attention to the risk that plank may twist and hit them on shins).

8. Tyres - no one is to be on tyres without adult supervision. When stepping between tyres, must only move one foot at a time.
9. Other children should only be carried piggy back, standing facing the person balancing on their toes or as a wheel barrow. Ideally others (including Education Officer) should be available to support in case the child falls.

### **Severe Weather Precautions**

See 1.1.1 (Pond Dipping).

Risk Level: **Low**

## 1.6 Woodland Crafts

### 1.6.1 Hurdling, Besom Broom Making, Pole Lathing, Dream Catchers

#### **Hazards**

Sharp tools, long pieces of wood, wood chips, tripping.

#### **Safety Precautions**

1. Give a general safety talk at the beginning of the session.
2. No child is to be left unattended with the tools.
3. Ensure that there is safety zone around each activity (e.g. an arm span length between the participant and those watching).
4. Make the children aware that the pieces of wood used for hurdling are very long and if they are not paying attention they may catch someone in the eye.
5. Anyone pole lathing is to wear safety goggles.
6. No running.
7. Pay attention to where they are walking.
8. Ensure that the activities are carried out in a controlled manner.

### **Severe Weather Precautions**

See 1.1.1 (Pond Dipping).

Risk Level: **Medium**

### 1.6.2 Fire, Toasting Marshmallows

#### **Hazards**

Burns, sharp sticks.

#### **Safety Precautions**

1. Give a fire safety talk at the beginning of the session. This should include:
  - a. No running.
  - b. Pay attention to where they are walking.

- c. Ensure that the activities are carried out in a controlled manner.
  - d. No throwing of anything on the fire.
  - e. No pushing/shoving near the fire.
  - f. If children need to get to the other side of the fire they must walk around the outside of the sitting logs and not across.
2. If there is to be marshmallow toasting, safety rules are to be given. These should include:
- a. Fire safety rules (see above).
  - b. Only three or four children toasting marshmallows at a time.
  - c. Each child should first put their stick (at least 50 cm long) in the fire (to kill germs) then wait until the stick has cooled (taking care not to burn anyone with the end).
  - d. The children should kneel by the fire (mats can be provided).
  - e. Once the marshmallow is toasted, the child should blow for 5 seconds and then wait another five. Warn them that it may be very hot, so if they are in any doubt, they should wait longer.

### **Severe Weather Precautions**

See 1.1.1 (Pond Dipping).

Risk Level: **Medium**

## **1.7 Solo Night Walk**

In this activity the children are taken out in the evening, and given the opportunity to walk for a distance of about 30 metres on their own, without torch or lantern, in the dark. Many children who come from towns never experience being outside alone in the dark and have unreasonable fear of night time. The purpose is to give them the opportunity to experience darkness and see that, once your eyes get used to it: our normal night time is not totally dark; dark itself is not dangerous and, with care, it is possible to walk safely; that they can overcome fear and achieve things that they didn't think they could do.

### **Hazards**

Trip or slip, deviate from the path, panic, obstacles.

### **Safety Precautions**

1. Path to be carefully checked earlier the same day in full light to ensure that there are no overhanging branches, brambles growing, uneven surfaces, or anything else that could constitute a danger.
2. Teachers to be briefed in advance.
3. Teachers and children to stand at beginning of the walk.
4. Children to be instructed about the activity.
5. No running allowed.
6. No talking allowed so the individual child can be heard.
7. Education Officer to walk to far end of solo walk first.
8. Owl hoot to be used to signal each individual child to start, and that the child has arrived.
9. Children to be reassured if they are nervous.

Risk Level: **Medium**

## 1.8 Visit to Beaulieu Road Pony Sales

### **Hazards**

Road, moving vehicles on site, animals, trip hazards, fences, other members of the public.

### **Safety Precautions**

1. Children to keep in groups with their supervising adults.
2. No child to be on his or her own.
3. No running in the area.
4. No climbing on fences.
5. No standing too close to fences with ponies inside as they may kick or bite. Children to be warned of that danger.
6. Special instructions to be given with regard to avoiding moving vehicles both on the road and in the vicinity of the sales.
7. Care to be taken with regard to other members of the public in this busy area.

Risk Level: **Medium**

## 2 Risk Assessments by LOCATION

### 2.1 Out of Town Centre

#### 2.1.1 Farmyard, farm fields

##### **Hazards**

Animals, zoo noses, trips and falls, machinery, water.

##### **Safety Precautions**

1. No child to be allowed on the farm without supervision of a responsible member of the staff bringing the group to the Centre.
2. No child to be allowed to take part in farm activities without the supervision of a member of CET staff.
3. Groups involved in animal feeding should be of no more than ten children. Each group must be supervised by one of their staff and one member of CET staff.
4. No child shall be allowed into an animal pen without a member of CET staff.
5. No child shall be allowed into an animal pen where any animal is considered to be unreliable or dangerous by CET staff.
6. Children will be shown how to use suitable equipment for farm activities.
7. Anti bacterial hand wash is to be available throughout the farm site.
8. All children are to be provided with, and instructed to wear, protective clothing suitable for the activity.
9. No child is to be allowed to ride or be carried on any agricultural machinery.
10. After all farm activities, children are to be advised to wash their hands and school/group staff are to be asked to supervise this.

Risk Level: **Medium**

#### 2.1.2 Educational Garden

##### **General Rules**

1. All children are to be supervised by a responsible adult at all times.
2. No food or drink in garden (except Garden Room and orchard).
3. No plant is allowed to be picked and/or eaten without prior permission by CET staff.
4. Hand wash before lunch/snack time and after garden session is finished.

##### **Hazards**

Trips and falls.

##### **Safety Precautions**

1. Paths to be kept clear of obstructions and surfaces to be kept in good order.

Risk Level: **Low**

**Hazards**

Use of lawnmower, cutting tools, digging tools and other tools.

**Safety Precautions**

1. Instructions/training given before use of tools.
2. Close supervision during work.
3. No use of electric tools.

Risk Level: **Low**

**Hazards**

Transporting heavy goods.

**Safety Precautions**

1. Instructions on how to carry heavy goods.

Risk Level: **Medium**

**Hazards**

Poisoning through plants/seeds etc.

**Safety Precautions**

1. Mark potentially harmful plants and plant material.
2. Use gloves when handling harmful material.

Risk Level: **Medium**

**Hazards**

Water (shallow pond, water butts).

**Safety Precautions**

1. Warning signs at pond.
2. No drinking allowed in garden.
3. Close supervision when working near pond.

Risk Level: **Medium**

**Hazards**

Use of chemicals.

**Safety Precautions**

1. Only organic chemicals used in garden.
2. Clearly marked containers.

Risk Level: **Low**

**Hazards**

Misuse of tools.

**Safety Precautions**

1. Supervision during use of tools.
2. Equipment to be stored away from public access while no staff in garden.

Risk Level: **Low**

**Hazards**

Weather conditions (cold, heat, sun, rain etc).

**Safety Precautions**

1. Use protective clothes, sun cream etc.

Risk Level: **Low**

**Hazards**

Handling compost, soil etc.

**Safety Precautions**

1. Use gloves while handling manure and untreated compost.

Risk Level: **Low**

**Hazards**

Zoonoses (Ticks etc).

**Safety Precautions**

1. Inform all visitors about Lyme disease and encourage to check for ticks.

Risk Level: **Medium**

### 2.1.3 Farm Walk

**Hazards**

Animals, trips and falls, barbed wire, electric fences, zoo noses.

**Safety Precautions**

1. Farm walk to be double fenced so animals and people are kept apart.
2. Fences to be kept in good order.
3. Barbed wire and electric fencing to be kept away from public areas.
4. Paths to be kept in good order to avoid trips and falls.
5. Paths to be way marked.

Risk Level: **Low**

## 2.2 New Forest Study Centre

### 2.2.1 Middle Pond

#### **Hazards**

Deep water, Weil's Disease, sloping banks, dam, exposed roots, boardwalk.

#### **Safety Precautions**

1. Must have a throw bag present when using the area with groups.
2. No children are allowed in the area without adult supervision.
3. No running by the water.
4. No throwing of anything into the pond.
5. For Weil's Disease, see 3.3.1 (Weil's Disease).
6. Care should be taken when walking, paying attention to any exposed roots.
7. No one is to attempt walking across the dam.
8. Keep feet well away from the edges of boardwalk.
9. One person on a platform at a time.

Risk Level: **Medium**

### 2.2.2 Cob Cottage

#### **Hazards**

Shutters, trip hazard of fire circle, low light levels.

#### **Safety Precautions**

1. No children are allowed in the area without adult supervision.
2. No running in the area.
3. Care should be taken.

Risk Level: **Low**

### 2.2.3 Round House

#### **Hazards**

Tripping over benches, low beams.

#### **Safety Precautions**

1. Leave and enter by the entrance.
2. No running.
3. No children are allowed in the area without adult supervision.

Risk Level: **Low**

#### 2.2.4 Toilet Block

##### **Hazards**

Wet floors, jamming fingers in doors, hot water, low light levels, confined space.

##### **Safety Precautions**

1. No running.
2. No children are allowed in the area without adult supervision.
3. Limit number of children to five at a time.
4. Queue away from the doors.
5. Warn that water may be hot.
6. Make sure that taps are turned off and directed over the basins.
7. Make sure that lights are turned on.

Risk Level: **Low**

#### 2.2.5 Copse Classroom

##### **Hazards**

Low windows, stuffed animals, fish tank, slippery floor (when wet).

##### **Safety Precautions**

1. No running.
2. No children are allowed in the area without adult supervision.
3. Place tables in front of windows so that there is no danger of children falling into windows.
4. Do not touch the stuffed animals.
5. Do not touch the aquarium.

Risk Level: **Low**

#### 2.2.6 Forest Classroom

##### **Hazards**

Slippery floor (when wet), hot water.

##### **Safety Precautions**

1. No running.
2. No children are allowed in the area without adult supervision.
3. Children not to use the tap in the classroom.

Risk Level: **Low**

## 2.2.7 Small Pond

### **Hazards**

Deep water.

### **Safety Precautions**

1. Must have a throw bag present when using the area with groups.
2. No children are allowed in the area without adult supervision.
3. No running by the water.
4. No throwing of anything into the pond.
5. For Weil's Disease, see 3.3.1 (Weil's Disease).
6. Care should be taken when walking.
7. Gates are to be kept closed when area is not in use.
8. Keep feet well away from the edges of boardwalk.
9. No more than five children on the platform at a time.

Risk Level: **Medium**

## 2.2.8 Woodland

### **Hazards**

Benches, overhanging branches, exposed roots, mud, tree stumps, brambles.

### **Safety Precautions**

1. No one should stand on the benches.
2. No rocking the benches.
3. Branches and other vegetation, where possible should be clipped back from the edge of paths.
4. No running in the woods.
5. Care should be taken when walking and appropriate footwear worn.

Risk Level: **Low**

## 2.3 Other Locations

### 2.3.1 Road Crossing

#### **Hazards**

Traffic, Forest animals

#### **Safety Precautions**

1. The designated road crossing procedure should always be followed.
2. This procedure is as follows:

- a. Line the children up in pairs (in front or behind their partners) facing the road to be crossed.
  - b. The children remain still while a member of the Trust and an adult from the group (wearing reflective waistcoats) step out (when it is safe to do so) and stop any traffic.
  - c. The member of Centre staff then says the previously agreed password and the children cross.
  - d. Once the children are safely across and out of danger from traffic, the traffic can be waved on.
3. When walking along the side of a road or track used by traffic, the children should be in single file or in pairs where allowed to by space. If on a track with no pavement they must pull in and wait until the vehicle or horse has passed.
  4. For precautions with regard to forest animals, see 3.2.2 (Animal Bites).

Risk Level: **Medium**

### 2.3.2 Stream Walk and Riverside Walk

#### **Hazards**

Moving water, mud, exposed tree roots.

#### **Safety Precautions**

1. Must have a throw bag present when using the area with groups.
2. No children are allowed in the area without adult supervision.
3. No running on the path, or by the water.
4. For Weil's Disease, see 3.3.1 (Weil's Disease).
5. Care should be taken when walking.
6. On the Riverside Walk, no child is to venture on to the soft mud by the river.

Risk Level: **Low**

### 2.3.3 Abbey Springs Walk

#### **Hazards**

Traffic, loose chippings, slope, mud.

#### **Safety Precautions**

1. Follow the road crossing procedure, see 2.3.1 (Road Crossing).
2. A member of staff is always leading.
3. No running.
4. Care should be taken when walking on unstable surfaces.
5. Suitable footwear should be worn.

Risk Level: **Low**

## 2.3.4 Beaulieu Village

### **Hazards**

Traffic, forest animals, members of the public.

### **Safety Precautions**

1. Follow the road crossing procedure, see 2.3.1 (Road Crossing).
2. A member of CET or school staff is always present with a group.
3. No running.
4. For precautions with regard to forest animals, see 3.2.2 (Animal Bites).

Risk Level: **Low**

## 2.3.5 Buckler's Hard

### **Hazards**

Traffic, members of the public, slow moving deep water, slopes.

### **Safety Precautions**

1. Staff must carry a throw bag.
2. Children must always be under adult supervision.
3. Unsupervised children are not to go near to the water.
4. Follow the road crossing procedure, see 2.3.1 (Road Crossing).
5. No running down slopes.

Risk Level: **Low**

## 2.3.6 Pig Bush

### **Hazards**

Woodland, bog, mud, forest animals, members of the public.

### **Safety Precautions**

1. Staff must carry a throw bag.
2. Children must always be under adult supervision.
3. For precautions with regard to forest animals, see 3.2.2 (Animal Bites).
4. Care should be taken when walking.
5. For precautions in woodland, see above.

Risk Level: **Low**

## 3 BIOLOGICAL HAZARDS

### 3.1 Stings

#### 3.1.1 Bee

##### **Symptoms**

Swelling, pain.

##### **Procedure**

1. Can remove sting with sterile tweezers where possible.
2. Apply cold compress/ice pack or bicarbonate of soda.
3. If pain and swelling continues, advise to seek medical attention.

##### **Complications**

Anaphylactic Shock

##### **Symptoms (Anaphylactic Shock)**

Difficulty breathing, rapid pulse, red blotchy skin rash, swelling of face and neck, puffy eyes.

##### **Procedure (Anaphylactic Shock)**

1. Call for an ambulance.
2. Sit casualty down; help them find a position that enables them to breathe more easily.
3. If they become unconscious, put them in the recovery position and monitor breathing and pulse.
4. Be ready to start artificial respiration or CPR if necessary.

##### **Safety Precautions**

Take sensible precautions to avoid contact, e.g. check before sitting down, check drink cans/cups before drinking.

#### 3.1.2 Wasp

##### **Symptoms**

See 3.1.1 (Bee).

##### **Procedure**

See 3.1.1 (Bee). May apply vinegar instead of bicarbonate of soda.

## 3.2 Bites

### 3.2.1 Tick

#### **Procedure**

1. Remove tick as soon as possible by covering with Vaseline to suffocate the tick.
2. After an hour grasp the tick as close to the skin as possible with sterile tweezers then pull slowly and gently with a twisting motion. Avoid squeezing or bursting the tick.
3. Clean the wound with surgical spirit (ensuring first that it used in a well ventilated area away from naked flames).

#### **Complications**

1. Leaving mouth parts (seek medical advice as the wound may become infected).
2. Lyme's Disease

#### **Symptoms (Lyme's Disease)**

1. Symptoms normally start between a week and a month after being bitten.
2. Red blotch around the site of bite.
3. Rash can spread to form a large circle up to 50 cm across.
4. Flu-like symptoms - headache, chills, tiredness and joint aches. Fever is more common in children.
5. More serious long-term complications include tingling in hands and feet and Bell's Palsy (paralysis of the facial muscles).

#### **Procedure (Lyme's Disease)**

If any of the symptoms described develop in the proceeding days or weeks, seek medical advice immediately.

#### **Safety Precautions**

1. When in grassy, brushy or woodland areas:
2. Keep skin covered - fasten cuffs, tuck in shirts, tuck trousers into socks, wear shoes not sandals.
3. Examine self and children for ticks every 3 - 4 hours.
4. May apply insect repellent to clothing.
5. Change out of clothes when home.
6. Supply all visiting groups with a leaflet on tick bites and Lyme's Disease.

### 3.2.2 Animal Bites

#### **Symptoms**

Bleeding, bruising, puncture wound, shock.

#### **Procedure**

1. Wash affected area under cold running water.
2. If only bruising, apply a cold compress.

3. If wound, pat dry and cover with sterile dressing.
4. If bleeding heavily, control bleeding by applying direct pressure and elevating affected area, then dress.

### **Complications**

If pain and swelling continues seek medical advice.

### **Shock**

1. Look for rapid pulse which weakens, pale cold clammy skin, weak and dizzy, thirst, nausea and vomiting, confusion and anxiety, unconsciousness, rapid breathing.
2. Lie casualty on back, raise and support legs.
3. Loosen any tight clothing, especially around neck, chest and waist.
4. Ensure casualty is kept warm, but do not over heat.
5. If casualty becomes unconscious, place in recovery position, prepare to start artificial ventilation or CPR.
6. Never give drink.

### **Safety Precautions**

1. Treat all animals with respect.
2. Do not approach any unknown animals unless told it is safe.
3. Do not feed or stroke animals.

## 3.2.3 Mosquito/Midge

### **Symptoms**

Pain and swelling.

### **Procedure**

If swelling is severe, apply cold compress and if possible elevate affected area.

### **Complications**

If the bite becomes infected, seek medical advice.

### **Safety Precautions**

1. Take sensible precautions to avoid contact.
2. Visitors may apply own insect repellent.

## 3.2.4 Adder

### **Symptoms**

See 3.2.2 (Animal Bites).

### **Procedure**

1. Try to keep the casualty calm and keep the affected part of the body still if possible.
2. Take to Casualty as soon as possible for treatment.

3. Do not attempt any treatment yourself.

#### **Safety Precautions**

1. Take sensible precautions to avoid contact, such as keep to paths, avoiding long grass/open heathland on warmer spring/summer days.
2. Sensible behaviour - adders are shy and reluctant to bite and will only do so if provoked.

### 3.3 Waterborne Diseases

#### 3.3.1 Weil's Disease

##### **Symptoms**

Causes a feverish illness with headache and can result in meningitis.

##### **Procedure**

1. If suspected, seek medical advice immediately as early treatment is vital.
2. Inform doctor of involvement in water activities so arrangements can be made for an Elisa blood test.
3. If left unattended it may be fatal.
4. It is a notifiable disease.

##### **Safety Precautions**

1. Be aware of the risks when near slow moving or stagnant water.
2. The bacteria may be absorbed through the mucous membranes of eyes, mouth and any cuts to the skin, so avoid touching face when in contact with water.
3. Cover any cuts/abrasions to hands with plasters or plastic gloves.
4. Wash hands immediately after contact with water. Use warm water and bactericidal soap. Dry hands with paper towels or roller towels, not normal hand towels.

### 3.4 Other Diseases

#### 3.4.1 Toxocariasis

##### **Procedure**

If suspected, seek medical advice immediately.

##### **Safety Precautions**

1. Take sensible precautions to avoid contact with disease.
2. Be aware of the risks when in situations where possibility of contact with the disease. It is caused by contact with contaminated grass, plants or soil.
3. Avoid putting contaminated hands near mouth/eyes.
4. Ensure that visitors and staff thoroughly wash their hands after activities, especially before eating or drinking.

### 3.4.2 Toxoplasmosis

#### **Procedure**

If suspected, seek medical advice immediately.

#### **Safety Precautions**

1. Take sensible precautions to avoid contact with disease.
2. Be aware of the risks when in situations where possibility of contact with the disease. It is caused by contact with soil and plants contaminated with infected cat faeces.
3. Avoid putting contaminated hands near mouth/eyes.
4. Ensure that visitors and staff thoroughly wash their hands after activities, especially before eating or drinking.

### 3.4.3 Campylobacter

#### **Procedure**

If suspected, seek medical advice immediately.

#### **Safety Precautions**

1. Take sensible precautions to avoid contact with disease.
2. Be aware of the risks when in situations where possibility of contact with the disease. It is caused by contact with soil and plants contaminated with infected wild bird and other animal faeces.
3. Avoid putting contaminated hands near mouth/eyes.
4. Ensure that visitors and staff thoroughly wash their hands after activities, especially before eating or drinking.

### 3.4.4 Crypto sporidium

#### **Symptoms**

Diarrhoea.

#### **Procedure**

If suspected, seek medical advice immediately.

#### **Safety Precautions**

1. Take sensible precautions to avoid contact with disease.
2. Be aware of the risks when in situations where possibility of contact with the disease. It is caused by contact with contaminated water, unpasteurised milk, offal, or from an animal source, e.g. young calves and lambs.
3. Avoid putting contaminated hands near mouth/eyes.
4. Ensure that visitors and staff thoroughly wash their hands after activities, especially before eating or drinking.

**RISK ASSESSMENT – FARM ACTIVITIES FOR RESIDENTIAL GROUPS**

<b>AREA</b>	<b>HAZARD</b>	<b>PEOPLE AFFECTED</b>	<b>DEGREE OF RISK</b>	<b>CONTROLS IN PLACE</b>	<b>RETAINED 'NET' RISK</b>	<b>FURTHER ACTION REQUIRED</b>
<b>CAR PARK</b>	Vehicles/surfaces	All	Medium	Signs – Drive slowly Disembarking in restricted no vehicle area	Low	Supervision, verbal
<b>ANIMALS</b>	Zoonoses	All	Medium	Anti-bacterial hand wash Toilet, washing facilities on farm All handling supervised	Low	Verbal reminders Warning posters on animal pens
<b>FARM</b>	Water – pond and hosepipes	All	Medium	Supervision at all times	Low	Verbal warnings, wet surfaces could be slippery on ice
	Tools and Equipment	Farm staff and visitors	Medium	Stored safely at all times Supervision of use	Low	
<b>HAY/STRAW BARN</b>	Bale stack potentially unsafe	All	High	Supervision at all times Out of bounds Verbal warning of possible dangers	Low	Warning signs
	Machinery	All	High	Supervision at all times Verbal warning of possible dangers	Medium	
<b>FARM FIELDS PATHS AND GATEWAYS</b>	Trapping fingers Slipping on mud Barbed fencing	All	Low	Controlled use of gates No climbing, make aware of danger of barbed wire <u>Not</u> to run	Low	All kept in good order paths clear of obstructions
	Animal effluent	All	Low	Supplied protective clothing and footwear Use of antibacterial hand-wash	Low	
	Handling animal feed	Anyone with allergies/food allergies (nuts etc)	Medium	Information pre-requested from groups	Low	