

Session Specific Risk Assessment

Session Location	Pondlife Rosliston Forestry Centre	Site Owner:	Forestry Commission 144 acres SDDC the buildings 10 acres Managed by Aurora Country Development (ACD)
toilets/ shelter	In main building	Other Visitors / Public on site	Yes
Machines on site Vehicles on site	Possible; Maintenance vehicles, Cyclists <u>Remember</u> these vehicles may be passing close to buildings and picnic area.	Responsibilities:	Environmental Education Project (EEP) staff leading the visit - to ensure any approved controls incorporated in instruction sheets and introductory talk. School staff - to ensure that to instructions given by Rosliston staff are followed. ACD – to carry out regular site inspections. To liase with site owners re: hazards and controls

Site Plan issued: N/A	<input type="checkbox"/>	Risk Assessment Carried out by: VS Date; or most recently updated on: March 04 (KA)
Hazard Sheet prepared:	y	Accidents/Dangerous Occurrences to be reported to: Session leader, or the education team on 01283 535039
Possible Environmental Education Activities:	y	Education team to monitor response to hazard sheet. Hazard sheet must make clear what the roles and responsibilities of visiting school staff and helpers are. School staff to be responsible for supervision of children at break times and when working in small groups.

The Hazard and its Location	Level of risk	Controls	Implementation / Monitoring?
Child protection / Staff protection issues	Low	Make sure that Environmental Education Project (EEP) / Contractor staff or landowners are never left alone with individual children at any time. E.g Toilets. Let school staff take them to the toilet.	All EEP staff to have CRB clearance. Other people involved in event to be advised of child / staff protection issues. School staff to be aware of their responsibilities via booking form and hazard sheet.
Dog mess on and around paths	Med	Regular patrols of site walks by the site managers Warning on instruction sheets for children or adults not to touch the ground or their shoes and to watch where they are walking Dog owners reminded of regulations when appropriate	Hazard sheet ACD
Dirty water, risk of upset tummies, risk of infection	med	School staff to arrange for any cuts or sores on hands to be covered before children start dipping. Muddy water – Warn the children not to drink it, or put their fingers in their mouth, ears, eyes or nose. Wash hands after activity and especially before eating	Hazard sheet / booking form conditions. School staff to take responsibility for hygiene.
Leaning over the barrier around the Flight Pond	med	Warn the children not to lean out too far when dipping as they may slip and fall into the water Remind children not to run as they may knock someone in	Hazard sheet

Accidental damage to other children with equipment	med	Warn the children not to splash or flick water at each other as it may get in their eyes or mouth. Advise the children how to carry equipment in a safe and responsible manner, so that they don't hurt each other.	Hazard sheet
Stranger Danger	med	Be aware that the site, including pond areas and toilet,s is open to the public – remind the school staff, so they can tell children not to talk to strangers and don't let children visit the toilets on their own Be careful not to frighten children. Members of the public often come to look at the pond tray 'catches' as they walk past, and we always make them feel welcome. However it is up the teacher in charge to strike the right balance for their group.	Hazard sheet
Accidental Damage to valuable equipment	Low	Staff should be aware that the children must be supervised when using any equipment and that the school would be liable for any damage – whether accidental or otherwise! Advise the children what to do if the nets fall in the water	Hazard sheet / Instructions
Ditches and streams	med	Quite close to routes. some ditches are quite well concealed by vegetation. Instruction sheets to warn of danger. Stay on paths and don't try to take short cuts.	Hazard sheet
Uneven, slippy & boggy path, some tyre ruts. (especially link between the flight pond and the lake)	Med - depends on time of the year	Anyone could slip on wet surface. Anyone with unsuitable footwear could get wet feet.	Hazard sheet
Stray dogs	low	Children should be warned not to touch any dogs that they come across out on site School staff to make Rosliston Education staff aware of any children that are particularly afraid of dogs. Dog walkers asked to keep dogs under control, especially near the lake/ ponds when children are dipping near the edge.	

Decking (bridge and flight pond)	high	<p>Water spillage's on the decking. School staff to be warned to make sure that children do not run along the decking as they may slip if it is wet.</p> <p>Pond dipping rule: No running on Decking. If anyone slips they may fall into the water, (or a pond tray) or knock someone else in. Issue 'time out' penalties (on bank) to persistent offenders</p> <p>Be aware that the chicken wire on the deck may pull up in places and become a trip hazard. Advise education staff if you find any particularly unsafe areas.</p> <p>Slips and trips on decking – children should look where they are going as a fall onto the chicken wire or wood decking could be very painful</p>	<p>Hazard sheet</p> <p>EEP staff verbal instructions</p> <p>Education staff to monitor</p>
Respect for the Environment: Risk of causing damage to plants/ animals	med	School staff and children to be advised of particular issues – eg how to get pond creatures from pond to tray without touching/ squashing them; and that the pond weed may contain creatures too. Children to be encouraged to want to respect other life forms rather than being told off or 'warned' !	EEP staff to be positive and enthusiastic about respect for the environment. Hazard Sheet.
Damage to the Habitat	Med	Remind children not to scrape nets along the bottom of the pond. Make sure that they children return all the pond creatures and plant life back to the pond.	Intro talk / EEP staff to monitor
Outdoors –traffic and cyclists out on site	med	Remind the group to stay with their group leaders when outside doing group work. Watch out for traffic, particularly at blind corners.	Hazard sheet