

## Outdoor Learning Activities Risk Assessment

<b>Site</b>	London Wildlife Trust sites	<b>Assessment Date</b>	August 2019
<b>Assessment By (Names)</b>	Abi March, Emma Tuckey, London Wildlife Trust	<b>Review Date</b>	August 2020

Activity	Potential Hazards	Risk	Control Measures	Risk Level
Walking around Site	Water bodies e.g. ponds/reservoirs: at some sites - deep water, strong currents, hidden structures, biological agents and cold temperatures	Drowning Weils disease, leptospirosis Hypothermia	Staff on site are First Aid trained. Staff on site have radios/mobiles to contact Emergency Services, etc. Children and adults warned of risks of water. Staff on site are Water Safety trained where appropriate	L
	Paths: uneven ground	Slips, trips and falls	Staff on site are First Aid Trained. Areas with particular uneven ground are highlighted by staff on site.	L
	Vehicles and cyclists on shared paths at some sites	Collision/crash Injuries/death	H&S talk before heading out to site so that all children and adults aware of potential of vehicles/cyclists. Staff on site are First Aid trained. Vehicle access control procedures in place including time restrictions e.g. delivery vehicles only between entrance and building unless guided through site. Cycling is permitted at some Trust sites, site rules in place to manage behaviour. Contractor activity controlled by Landowners to ensure competence and adherence to procedures.	L
	Animals: geese, swans, deer, rats, cats, dogs (not at closed reserves) etc. and their guano/faeces. Animals present vary at different sites and times of year.  OPM (Oak processionary moth) – not currently present at sites but may change in future	Sickness, illness, slips. Toxoplasmosis. Ticks and Lyme disease. Weils disease, leptospirosis.  Severe rash, allergic reactions, asthma attack.	On the day site checks and clear any guano/faeces from area where activities taking place. Hand washing facilities available. All participants reminded to wash hands after session. All participants reminded not to put fingers/hands in mouth/on face. Check skin for ticks at certain sites  Oak trees at all sites monitored for OPM and managed accordingly Participants informed if OPM on site Avoid using areas near low OPM nests for activities	L

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	Weather: icy conditions, strong winds, wet ground conditions, puddles, heat waves, etc.	Injury, falls, sunburn.	Children advised to wear appropriate clothing for the weather and to drink regularly in hot weather. Wet Weather Plans in case of severe weather. Gritting of paths when icy, closure of paths when have severe weather warnings issued (e.g. wind). On the day Site Checks.	L
	General Public on site	Antisocial behaviour  Safeguarding	Clear site rules so that behaviour of visitors is managed.  Children to be supervised at all times by parent/guardians, school staff or site staff and volunteers.  Outdoor Learning staff DBS checked  Children in small groups. Children undertaking activities in enclosed or specific areas.	L
	Plants: toxic, irritant or harmful plants (Giant Hogweed, nettles, bramble, thistles)  Trees: overhanging paths, thorns on saplings.  Trees: falling branches/trees  Soil	Skin irritation, minor injury.  Injury: scratches, etc.  Injury: hit by branch/tree  Tetanus Weils disease, leptospirosis	Plants that are not to be touched to be highlighted (with visuals) to adults and children during H&S talk at beginning of session. Plants also pointed out in habitat.  Children made aware. Trees monitored and treated appropriately.  Trees and branches monitored and cut and cleared when needed. Area assessed after high winds. Sessions cancelled, and participants informed if high winds and storms forecast.  Cuts covered to prevent infection. Adults aware of risks.	L
	Litter	Cuts, infections, sharps injuries	On the day Site Checks for litter. Litter pick (with litter-pickers and gloves) and monitor throughout the day. If sharps discovered, use sharps kit and procedure for disposal. Staff on site are first aid trained.	L

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<b>Walking around Site</b>	Lost child/children	Lost child/children	<p>Children to be supervised at all times by parent/guardians or site/school staff and volunteers.</p> <p>Leaders at front and back of walking groups so that all stay together.</p> <p>Activities taking place in enclosed or specific areas, made clear to children and adults.</p> <p>Radio/mobile communication in place.</p> <p>School children in Hi-Vis at discretion of school staff.</p>	L
	Safeguarding Hazards	Risk to Children	<p>Site staff leading sessions are DBS checked.</p> <p>Volunteers have safeguarding training.</p> <p>Volunteers and site staff are not supervising children on their own.</p> <p>During community/family learning events children to be supervised at all times by parent/guardians</p> <p>Safeguarding policy and procedures in place.</p>	L
<b>In the buildings</b>	Fire	Injury/death	<p>Visitors / organisers / staff to be made aware of what to do in the event of a fire and the location of Assembly Points.</p> <p>Routine Fire Alarm testing and drills to be carried out in buildings.</p> <p>Signage, extinguishers and other fire safety equipment have been installed in buildings.</p> <p>Classroom/visitor centre has direct fire escape door to outside.</p>	L
	Furniture and equipment	Cuts, injuries.	<p>Supervision of children using equipment.</p> <p>Modelling of appropriate use.</p> <p>Furniture and equipment checked by staff prior to use to ensure in safe working order.</p> <p>Site staff are First Aid trained.</p>	L
<b>During Activity/ Sessions</b>	Using Equipment//tools	Minor injuries.	<p>Clear H&amp;S talk at beginning of session and beginning of activity.</p> <p>Clear modelling of tools and equipment.</p> <p>Adult:child ratio appropriate to age, needs and abilities of group</p> <p>Tools given to children appropriate to age.</p> <p>Children working in small groups.</p>	L

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			<p>Washing hands at end of activity. Tools and equipment checked by staff prior to use to ensure in safe working order. Site staff are First Aid trained.</p>	
	Logs, rocks and other trip hazards	Minor injuries.	<p>Clear H&amp;S talk at beginning of session and beginning of activity. Paths clear and marked. Hazard areas not used and highlighted to groups. Washing hands at end of activity. Site staff are First Aid trained.</p>	L
	Pond: dipping, water cycle work	<p>Minor injuries. Getting wet, shock. Drowning Weils disease, leptospirosis</p>	<p>Clear H&amp;S talk at beginning of session and beginning of activity. Adult:child ratio appropriate to age, needs and abilities of group and conditions on day Children in appropriate clothing. Modelling of equipment and tools at the start of activity. Small group work with adult supervision. All participants reminded not to put fingers/hands in mouth/on face. Covering cuts and washing hands at end of activity. Site staff are First Aid trained.</p>	L
	Minibeast hunts/ bush beats and other animal work	<p>Minor injuries. Tetanus Bites and stings Weils disease, leptospirosis Ticks and lyme disease as certain sites</p>	<p>Clear H&amp;S talk at beginning of session and beginning of activity. Modelling of animal handling clear. Highlighted (with visuals) which cannot be handled. Modelling of behaviour and rules around animals to increase calm and safe behaviour. All participants reminded of not to put fingers/hands in mouth/on face. Covering cuts and washing hands at end of activity. Check skin for ticks at certain sites where applicable. Medical details, e.g. allergies to bee stings, highlighted in school or parental consent forms and child's medication to be with school staff or Forest School Leader.</p>	L

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			Site staff are First Aid trained.	
	Den building, obstacle courses, etc.	Minor injuries. Logs falling onto children.	Clear H&S talk at beginning of session and beginning of activity. Site Checks on the day. Equipment appropriate to age. High levels of staff supervision. Washing hands at end of activity. Children to work at their confidence level. Site staff are First Aid trained.	L
	Nature art and crafts, natural material collecting	Minor injuries.	Clear H&S talk at beginning of session and beginning of activity. Washing hands at end of activity. Children clear on what and where to collect: modelling from staff. Site staff are First Aid trained.	L
	Plant collection	Minor injuries.	Clear H&S talk at beginning of session and beginning of activity. Highlighted what to touch and what not to touch (visuals) before and during sessions. Washing hands at end of activity. Site staff are First Aid trained.	L
	Woodcraft and engineering	Cuts, injuries.	Clear H&S talk at beginning of session and beginning of activity. Clear modelling of tools and equipment. Equipment appropriate to age. Tools and equipment checked by staff prior to use to ensure in safe working order. Adult:child ratio appropriate to age, needs and abilities of group and conditions on day Washing hands at end of activity. Site staff are First Aid trained.	L
	Outdoor play Play in mud kitchen/forest school area at certain sites	Minor injuries, tetanus	Clear H&S talk at beginning of session and beginning of activity. Covering cuts and washing hands at end of activity. All participants reminded of not to put fingers/hands in	L

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			mouth/on face. Washing hands at end of activity. Site staff are First Aid trained.	
	Fire	Burns	Fire safety measures in place. Staff training in using fire. Fire blanket, water and safety gloves used. Fire lit in contained area (storm kettle, fire pit).	L
	Cooking	Food poisoning Allergies	Food hygienically prepared. Separate storage and washing. Allergies shared in parental consent forms- those food not used or present.	L