

**Task – Guided Visit**

Key HL = HAZARD LEVEL (1-4)  
 LH = LIKELIHOOD OF HARM (1-5)  
 RR = RISK RATING (1-20)  
 PL = PRIORITY (L,M,H)

**Recreation and Heritage  
 Local Risk Assessment**

**Issue Date:**

01.04.11

**Doc Ref:**

FOR INFO ONLY  
 All groups must  
 complete their own  
 risk assessment

**STAUNTON**

**Review Date:**

31.03.12

Page 1 of

**Assessed by:**

Education & Community Manager  
 Operations Officer  
 Education Officer

HAZARD/ ACTIVITY	RISK	HL	CONTROL MEASURES	LH	RR	PL
<b>Indoor Access Areas</b> <b>Glasshouse</b>	Lily pool drowning hazard Gratings - trip / loose Contact with cacti visitor injury	4	Hooks & stops in place Child friendly equipment utilised Hazardous substances stored securely	1	4	L
<b>Gothic Library</b>	Access to fuse box	4		1	4	L
Education Room	Impact injury from blowing doors Injury from craft equipment / materials	3		1	3	L
<b>Outdoor Access Areas</b> Paths & Carriage Drives	Raised edges - Man hole covers / edge boards / entrances & exits Uneven Paths Exposed roots creating trip hazard Slip hazard from animal excrement / leaves etc.	3	Visual inspection by staff	2	6	L
Fencing	Impact injury risk from loose fencing posts Laceration risk from damaged fencing	3	First aid trained. Pre-visit with staff to ascertain allergies Vehicles only used before 10.00am opening.	1	3	L
<b>Bees, wasps insects</b>	Stings	3		2	6	L

<b>Farm operations, collections &amp; deliveries</b>	Struck or knocked down by a moving vehicle	4	5 mph speed limit Vehicles escorted by staff	1	4	L
Lake / pond-dipping	<b>Drowning</b>	4	High Supervision Ratio Rescue Equipment Provided as required Carefully Selected Site Instruction prior to activity Instruction prior to activity	1	4	L
	Infection / Disease (Weil's etc)	4	Any cuts covered prior to activity Wash hands after activity	1	4	L
Playground	Injury due to incorrect use of equipment and age of user Injury due to fall from equipment.	4	Supervision by school staff Regularly maintained woodchip mulch on Play area Visual inspection by staff	2	8	L/M
Guided Activity	Injury incurred from participation in activity	2	Close supervision Instruction prior to activity	2	4	L
<b>Children becoming lost</b>	Children becoming severed from group	2	Clear objectives so children know what is expected. Clear instructions as to expectations of behaviour & responsibilities to themselves & to one another. Staff to have a list of groupings. Periodic check of numbers, either in their group or as a whole.	2	4	L
<b>Animal Encounter</b>	Injury (bite, scratch, kick) from animal	3	Animals selected based on Animal Categorisation Sheet Handlers trained to at least level 2 competence Animals handled by various staff and volunteers to ensure tame Handler does not allow visitors to hold animal Animals used a limited amount to decrease risk of stress resulting in aggressive behaviour Necessary number of handlers used for each animal (e.g. 2 for pony)	2	6	L
	Zoonoses	4	Instruction prior to activity to not touch face, fingers in mouth Any cuts covered prior to activity Reinforce all to wash hands after activity	1	4	L
	Animal escape	3	Correct carrying containers used for each animal Necessary number of staff available to get the animal out and put away again Harnesses used when appropriate	1	3	L
<b>Pregnant Ewes</b>	Toxoplasmosis. Abortion in pregnant ladies	4	Advice to any female the risks associated when there are pregnant ewes on the farm.	1	4	L
Reference: Management of Health and Safety at Work Regulations 1999. Provision and Use of Work Equipment Regulations 1998; Manual Handling Operations Regulations 1992. Chemical Hazard (Information and Packaging for Supply) Regulations 1995. Control of Substances Hazardous to Health Regulations 1999.				Overall Risk Rating		

Staunton Country Park