

Conkers General Site for Educational Visits Risk Assessment

The likelihood, severity and consequence of determining the risk. The following matrix system has been used to determine the risk by giving a numeric rating for both the likelihood and the severity/consequence and by adding the two together you are able to determine the risk. Any identified risk over 4 requires preventative measures to prevent accidents occurring, however there are existing measures taken which are sufficient. Any rating over 8 must require additional measures to reduce the risk.

Likelihood	Severity/Consequence
1- Very low probability	1- Injury, Minor (no time off work/school)
2 - Low probability	2- Injury, Minor/Medium (upto 3 days off work/school)
3 - Moderate probability	3- Injury, Medium (more than 3 days off work/school)
4 - Strong probability	4- Injury, Major (long term absence)
5 - Highly probable	5- Death

Area of access	Potential risk/hazard	L	S/C	Total	Existing measures	Additional measures required
Reception areas	Trapped fingers in doors	1	1	2	Finger guards	Children must be supervised at all times by group leaders
Exhibit Hall	Slip & fall	2	3	5	Staff on hand	Children must be supervised at all times by group leaders
Assault course	Slip, Trip & Falling from height	2	4	6	Nets to prevent falling, for Teenagers and adults only	Children must be supervised at all times by group leaders
Observation Platform	Slip, Trip & Falling from height	1	5	6	Anti-slip surface on steps and balcony barrier	Children must be supervised at all times by group leaders

Lakes, ponds, water features & wet play area	Drowning & Slipping	2	3	5	Buoyancy aids around site, No swimming Permitted	Children must be supervised at all times by group leaders
Nature trails and sculpture walks	Slip, trip & falling objects	2	4	6	Some walks are closed in adverse conditions, Routine inspections performed	Children must be supervised at all times by group leaders
Train	Slip on platforms & trapper limbs	2	3	5	Operational Procedures and checks in place	Children must be supervised at all times by group leaders
Education rooms	Trapper fingers, Slip & Fall	1	2	3		Children must be supervised at all times by group leaders
Shops	Theft, Slipping, Damage to conkers property	2	2	4	Staff Observation	Supervising of children at all times in small groups of 12 or less with Group leaders
Car parks	Collision with Vehicles, Slip & Tripping	1	5	6	Coach park separate from main car park	Children must be supervised by group leaders at all times by group leaders.
Lift	Trapper limbs & Damage to personal property	2	3	5	For use by wheelchair users only weight restrictions at 18 Stone	Signage to entrance doors at lift entrance



Adventure playground	Slip, trip, Falling from heights & Broken limbs	2	3	5	Operational procedures and checks in place	Children must be supervised at all times by group leaders
Amphitheatre	Slip, trip falling from height	2	3	5		Children must be supervised at all times by group leaders
Story teller	Slip on wooden decking, fall from height	2	3	5		Children must be supervised at all times by group leaders
Pavilion	Slip on wooden decking	2	3	5		Children must be supervised at all times by group leaders
Barefoot walk	Slip and fall, Trip, stubbed toes, cuts and grazes	2	3	5	Staff observation, Daily checks	Children must be supervised at all times by group leaders, No running.

Date: 06/04/10

Complier: Peter McLachlan
 Health and safety officer

Assisting: Chris Sturdy
 General Manager

Date to be revised 06/04/11 or when conditions, working environment and/or procedures change.

Requirements: Children under the age of 16 Must be supervised by group leaders at all times.



Risk Assessments for Ranger-led Activities.

Conkers Education Department 2004

Hazard	Risk	Likelihood (1=Low, 5=High)	Severity (1=Low, 5=High)	Overall Risk	Preventative Action	Action to be taken by:	Overall rating	Activity 1- 16 See Key Below	Hazard	Risk	Likelihood (1=Low, 5=High)	Severity (1=Low, 5=High)	Overall Risk	Preventative Action	Action to be taken by:	Overall rating	Activity 1- 16 See Key Below
Slipping/ tripping in woods or walking off boardwalk	Low	1	2	2	Safety talk at the start No running. Attention paid on boardwalk.	All	Low	1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 15, 16, 17	Paper/ water splashing in eyes	Low	1	2	2	Safety talk at the start. Eye wash available in first aid kit.	All	Low	1, 3, 5, 6
Cuts/stings /impaling from thorns and plants	Low	1	1	1	Safety talk at the start. First aid kit available. Hands washed at end.	All	Low	1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 15, 16, 17	Slipping on wet concrete floor	Med	2	4	8	Safety talk at start. Water spills mopped up as session progresses.	All	Low	3
Ingestion of woodland materials	Low	1	2	2	Safety talk at start. Cuts covered with plasters. No contact with poisonous plants. Hands washed at end	All	Low	1, 3, 4, 5, 6, 7, 8, 9, 10, 11, 13, 15, 16, 17	Cut with glass	Low	1	3	3	Safety talk at start. Glass bottles used whilst on carpet or grass.	All	Low	12
Ingestion of seeds	Low	1	3	3	Safety talk at start. No contact with poisonous plants/seeds	All	Low	1, 3, 4, 5, 6, 7, 8, 9, 10, 11, 13 15, 16, 17	Accidents with scissors	Low	1	1	1	Safety talk at start. Child safety scissors used.	All	Low	12, 13, 14,
					Safety talk at the			1, 3, 4,						Safety talk at			1, 2, 3, 4,



Animals bites and stings	Low	1	3	3	start. Teacher/group leader to make ranger aware of any susceptible children	All	Low	5, 6, 7, 8, 9, 10, 11, 13 15, 16, 17	Harm to self or others with misuse of equipment	Low	1	1	1	start. Instructions given for correct use of equipment.	All	Low	5 6, 7, 8, 9 10, 11, 12 13, 14, 15 16, 17
Slipping on logs and branches	Low	1	2	2	Safety talk at the start. No running allowed.	All	Low	1, 3, 4, 5, 6, 7, 8, 9, 10, 11, 13 15, 16, 17	Ingestion of glue	Low	1	1	1	Child-friendly glue. Hands washed with soap.	All	Low	7, 9, 10 13, 14, 17
Ingestion of pond water	Low	1	2	2	Safety talk at the start. Plasters provided to cover any cuts. Hands washed with soap at the end.	All	Low	1, 5, 6	Getting lost	Low	1	1	1	Adult supervision Clear trails Perimeter fence.	All	Low	2, 12
Falling in water	Low	1	5	5	Safety talk at the start. No running. Life belts around ponds	All	Low	6	Moving vehicles in car park	Low	1	5	5	Safety talk at start. Adult supervision in car park.	All	Low	4
Weil's Disease	Low	1	5	5	Safety talk at the start. Plasters provided to cover any cuts. Hands washed with soap at the end.	All	Low	1, 5, 6	Adverse weather conditions	Low	1	1	1	Indoor alternative offered as replacement.	All	Low	1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 15, 16, 17

Activity reference numbers:

1. Habitats and Minibeasts

5. Mud Monsters

9. Mother Nature Designer

13. Puppets & Storytime

17. Robin's Winter Warmer



2. Where Do I Go?

3. Cans, Compost & Paper

4. What Is Sculpture?

6. Underwater Wonderland

7. Secret Life Of Seeds

8. Shelter Building

10. Nursery Nature
Ramble

11. Teddy Bear's Grand
Adventure

12. Outdoor Adventure

14. Woodland
Web

15. Marvellous Maths

16. English Partnerships

Amphitheatre – Risk Assessment

Hazard	Measures to control risk	Risk level*
Slip, trips & falls on steps & seating	All Children must be supervised No running Steps and seats kept free from hazards	Low
Trip on stays	Base of stays painted yellow and black to warn of hazard Children must be supervised	Medium
Colliding with upright masts	Masts are white to draw attention	Low
Splinters from wood	Regular checks of steps and seats Standing to take place when required	Low
Falling pieces of canopy	Regular checks by maintenance on nuts and bolts	Low

Waterside walkway - Risk assessment

Hazard	Measures to control risk	Risk level*
Slip, trip & falls	Kept clean from leaves and algae Regular checks of surface No running	Low
Climbing on rails and falling	Advise people not to climb on rails with notice Children supervised at all times	Low
Splinters	Regular checks of timber and sanding	Low
Falling timber	Regular checks of bolts and screws by maintenance	Low

*Risk Levels apply when risk control measures are implemented