

## Wild Ones Forest School

**Emergency phone Numbers**

Nearest Landline Phone:

01304 619227

Ranger Phone

07593137154

Mobile:

.....

Full Signal Y/N

Emergency Services: 999

Nearest Hospital: Deal Hospital

**Location of Site**

Betteshanger Country Park

Deal Road

Sholden

Nr Deal

Kent

CT14 0BF

**Map Reference: Explorer Sheet no 150****O/S Reference TR 352,540****GPS: N 51.2350° E 1.36046°****What 3 words: energy.moons.bolts**

|   |  |   |                      |
|---|--|---|----------------------|
| <b>Activity:</b>  |  | <b>Date:</b>  |                      |
| <b>Location:</b>  |  | <b>School / Visiting Group:</b>                       |                      |
| <b>Responsible staff:</b>                                     |  | <b>Possible Visitors to site:</b>                     |                      |
| <b>Risk Assessment written by:</b>                            |  | <b>Risk Assessment Checked/Approved by:</b>           |                      |
| <b>Position:</b>  |  | <b>Date:</b>  |                      |
| <b>Signature:</b>   |  |   |                      |
| <b>Date:</b>  |  |   |                      |
| <b>Person (s) responsible on site for 1<sup>st</sup> Aid:</b> |  | <b>Cert. type PAEDEATRIC AND/OR OUTDOOR FIRST AID</b> | <b>Date of Cert:</b> |

| <b>GENERIC RISKS</b>                                     |                             |  |  |   |   |  |  |   |
|--|-----------------------------|--|--|---|---|--|--|---|
| <b>The Hazard</b>  | <b>Who could be harmed?</b> | <b>How could they be harmed?</b>   | <b>Level of risk (with NO control measures in place)</b> | <b>Control</b>  | <b>Who will carry out control measure and when (before or during activity)?</b> | <b>Likelihood Rated numerically from 1 - 5</b> | <b>Severity Rated numerically from 1 – 5</b> | <b>Level of risk (with control measures in place)</b> |
| Weather (hot, cold, wet).                                | All                         | Exposure to elements   | MEDIUM   | Ensure all of group and staff are appropriately dressed. Check forecast for weather warnings.   | FS leader   | 1  | 2  | 2 LOW   |
| Weather Extremes (Strong winds, lightning, very hot sun) | All                         | Sunburn, electric shock, blown over, hit by debris/ falling wood, dust in eyes | MEDIUM   | Leader to check weather before session. Sun cream, hats, protective PPE as necessary. Monitor weather ongoing when on site. Evacuate if needed. | FS leader   | 1  | 2  | 2 LOW   |
| Litter on Site   | All                         | Cuts from glass/ needles or metal  | MEDIUM   | FS Leader to check FS site before use. Keep footwear on, safety briefing to warn of rubbish and to notify an adult if seen.                     | FS leader before and during activities  | 2  | 2  | 4 LOW   |
| Lodged branches, dead wood in trees                      | All                         | Upper body, head injuries  | MEDIUM   | Identify potential hazards and warn group, remove if possible. Leave woodland in winds higher than Force 5                                      | FS leader   | 1  | 3  | 3 LOW   |

| <b>The Hazard</b>                           | <b>Who could be harmed?</b> | <b>How could they be harmed?</b>                                    | <b>Level of risk (with NO control measures in place)</b> | <b>Control</b>  | <b>Who will carry out control measure and when (before or during activity)?</b> | <b>Likelihood Rated numerically from 1 - 5</b> | <b>Severity Rated numerically from 1 – 5</b> | <b>Level of risk (with control measures in place)</b> |
|---|-----------------------------|---|--|---|---|--|--|---|
| Nettles, insects bites and stings, brambles | All                         | Scratches puncture wounds, stings. Anaphylactic shock. Lyme disease | HIGH   | Medical form advises us of known allergies etc. Advise use of long sleeves and trousers.  | Medical forms filled in before start of session. FS leader during activities    | 3  | 2  | 6 MED   |
| Bacterial Infection                         | All                         | Infection of minor injuries. Food poisoning                         | MEDIUM   | Ensure good hygiene is observed when dealing with minor injuries. Advise group to cover any open wounds & to wash/disinfect hands before eating.        | FS leader   | 1  | 3  | 3 LOW   |
| Roots/Stumps and Trip Hazards               | All                         | Slip/Trips can lead to falls, bruising, cuts, broken bones          | MEDIUM   | Advise all groups to pay attention to ground surface. Promote FS rule not to run  | FS leader to advise group of dangers and rules.                                 | 1  | 3  | LOW   |
| Animal Faeces                               | All                         | Picked up, trodden on, accidental rub in eyes.                      | MED  | Make everyone aware about the woodland animals. Being careful to not step in faeces and knowing what they should do if they do. Report faeces to staff. | FS Leader before the session and continuous observation.                        | 3  | 3  | LOW   |
| Lake/ponds/dykes                            | All                         | Possible drowning, slipping/falling into lake                       | HIGH   | Regulate rules on water safety, stay away from edge. Ensure throwlines and life rings available.  | Safety brief to remind them of the dangers (if going near water).               | 3  | 5  | 6 MED   |

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|              |     |  |     |  |  |   |   |     |
|--------------|-----|--|-----|--|--|---|---|-----|
| Bikes        | All | Collision with rider, head injury, bruising/cuts/scrapes | Low | Bike paths redirected around site, orange rope to devide MTB track from site, Safety brief to warn of cyclists.  | FS leader/staff to be vigilant walking to and from site. FS leader/staff to monitor children to ensure staying within boundaries | 1 | 4 | LOW |
| Public/ dogs | All | Aggressive dogs, aggressive stranger, abduction          | Low | Dogs must be kept on leads in the park, if seen off lead staff to challenge owner. Monitor children to stay within boundary and eyesight of leader at all times. Staff to challenge unwanted visitors. | FS Staff to monitor children throughout session. FS staff to challenge unwanted visitors and dogs                                | 1 | 4 | Low |

**Notes:**

| <b>ACTIVITY RISKS</b>             |     |  |        |  |  |   |   |       |
|-----------------------------------|-----|--|--------|--|--|---|---|-------|
| Equipment and use of hand tools.  | All | Cuts, bruises, head injury if tools not used sensibly  | HIGH   | Give proper instruction on use of tools, highlighting safety factors<br>Adequate supervision when group are using tools<br>Ensure tools are stored and maintained properly.<br>Gloves available when required.               | FS leader before and during activities         | 2 | 3 | 6 MED |
| Coppicing                         | All | Scratches, bruises, head injuries  | HIGH   | Train group in safe use of tools. Ensure tools are being used according to H & S practice. Advise group to wear hard hats if stems to be cut are over 10cms diameter at base, protective clothing and gloves when coppicing. | FS leader before and during activities         | 2 | 3 | 6 MED |
| Using rope/string                 | All | Strangulation, choking, cut off circulation to limbs, fingers, rope burns and bruising.              | HIGH   | All rope activities to be supervised by Leader. Advise group of risk before session starts. Use clearly visible rope that stands out.  | FS leader especially during practical sessions | 2 | 3 | 6 MED |
| Shelter building                  | All | Eye injuries, Scratches, bruises from collecting wood. Shelter collapsing on head. Dangers with rope | MEDIUM | Safety brief to warn of dangers when foraging. Advise secure construction to avoid collapsing. Avoid hanging ropes which could cause strangulation.  | FS leader                                      | 2 | 2 | 4 LOW |
| Fire lighting/ using fire to cook | All | Burns to skin, scalds and smoke inhalation   | HIGH   | Train group in safe methods of lighting/maintaining fires. Have plenty of water, bowl and cloth on hand to douse flames/cool skin. Fire blanket  | FS leader                                      | 2 | 3 | 6 MED |

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|  |     |   |        |   |   |   |   |           |
|--|-----|---|--------|---|---|---|---|-----------|
|  |     |   |        | and burns kit should be present. Use trivet/grill for standing pots in fire.  |   |   |   |           |
| Climbing and being off ground (hammocks) | All | Falls, broken bones, cuts, bruises                              | MEDIUM | Adults to be vigilant when climbing takes place. Challenge climbing when 6ft above ground is reached. Monitor/supervise all hammock activities.   | FS leader   | 1 | 3 | LOW       |
| Blindfold                                | All | Slip/trip, bang into object. Cuts and bruises, broken bones.    | MEDIUM | All blindfold activities to be supervised. Check group are happy to take part before activity commences.  | FS leader   | 1 | 3 | LOW       |
| Water play/fishing/raft building         | All | Drowning, slipping or falling into the lake.                    | HIGH   | Regulate rules on water safety, keep grass/weeds high at the edge of the banks, risk assess the life rings ensure all usable. Small adult/child ratio. Life jackets for non confident swimmers. | FS Leader   | 4 | 5 | 6 MED     |
| Hills/Mud slide                          | All | Slipping, sliding, falling debris. Cuts, bruises, broken bones. | HIGH   | Leader to put rules in place whilst climbing, regularly check the hills and mounds for sharp objects and loose soil. An adult at the top of large hill and one at the bottom at all times.      | FS Leader at the start of the session and throughout. And all covering staff to continue to risk assess throughout the session. | 4 | 5 | 5 LOW/MED |

**1-5 = Low Risk** (Something which may result in minor damage or slight harm i.e. scratch or bruise)

**6-10 = Medium Risk** (Something which may result in a significant loss/damage or major injury i.e. broken bone or other injury which results in person being taken to hospital for treatment)

**11-15 = High risk** (something which may result in extensive damage, multiple or major injuries or death.)

**15 + = Unacceptable risk**

**Consideration must be made if the risk is too high and outweigh the benefits of an activity**

**Emergency Procedure** In the event of an accident, injury or illness to staff or participant or an unexpected/potentially threatening event: - Try to keep calm, assess the situation so that you can decide what help you may need.

- In the event of an accident or injury, quickly assess the nature of the difficulty before calling emergency services.
- Use the Risk Assessment to give the Postcode & a Grid Reference of your site and to give directions to emergency services as well as using the medical forms to give any additional information about the patient.
- In the event of an unexpected/potentially threatening event, get the entire group to move well away from the danger area. Count all participants and staff. Assess the situation so that the safest course of action can be followed.
- As necessary, ensure all relevant personnel and parents/carers are notified as soon as possible.