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| --- | --- |
| Review date: | Reviewed by: |
| Review date: | Reviewed by: |
| Review date: | Reviewed by: |
| Review date: | Reviewed by: |
| Review date: | Reviewed by: |
| Comments : | |



| **What are the hazards?** | **Who might be harmed and how?** | **What are you already doing?** | **Do you need to do anything else to control this risk?** | **Rating? High, medium, low** | **Action by who?** | **Action by when?** | **Done** |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Unfamiliarity with site | Teachers  Organisers  Children  (lost children, worry, panic) | Lightwater Valley staff assistance is available  Teacher/Organiser supervision  Mobile Team Leaders available throughout the park  Up to date, clear signage |  | Low |  |  |  |
| Access to unauthorised areas | Teachers  Organisers  Children  (Hit by rides, trip, fall) | Teacher/organiser supervision  Lightwater Valley staff available to direct  Verbal instructions  Mobile team leaders monitoring the site  Signage (out of area zones)  CCTV |  | Low |  |  |  |
| Slip/trip/fall | Teachers  Organisers  Children  (Cut, graze, fracture, sprain) | Verbal instruction from LWV staff  Audits of pathways & walkways  Regular maintenance and repairs of walkways and paths  Teacher/organiser supervision  ‘No Running’ and ‘Wet Floor’ signs in appropriate areas |  | Low |  |  |  |
| Getting lost | Children  (Panicking) | LWV lost person procedure onsite  LWV staff and mobile team leaders throughout  PA/tannoy systems available  Teacher/organiser supervision  Directional signage  CCTV |  | Low |  |  |  |
| Vehicle movement in car park | Teachers  Organisers  Children  (being run over, crush or impact injuries) | ‘Pedestrian Only’ zone fencing  Coaches only parking area  Coach park staff  Teacher/organiser supervision  Arrival procedures /ticket collection  Signage and awareness |  | Medium |  |  |  |
| Hot weather | Teachers  Organisers  Children  (Sunstroke, sunburn, or dehydration) | Drinks available at various locations around the park  Park allows picnics and for guests to bring their own drinks  Teacher/organiser supervision  Staff awareness  First aid measures  Sunscreen available Visitor Information office |  | Low |  |  |  |
| Falling branches | Teachers  Organisers  Children  (Extreme weather conditions making trees fall, hitting children, slips, trips and falls) | During extreme weather conditions, Lightwater Valley staff will make an assessment to ensure it is safe to enter the forest |  | Low |  |  |  |
| Soil borne disease | Children | Children instructed not to put fingers in mouth during/after activities which include handling plants, soils and sticks. Hands should be washed with warm soapy water before eating lunch. |  | Low |  |  |  |
| Allergies | Teachers  Organisers  Children  (Reaction from allergen) | Teacher/organiser awareness  LWV emergency procedures  Teacher/organiser supervision  Teacher/organiser to make park aware before visit  Allergy list available in all food outlets |  | Low |  |  |  |
| Water borne disease | Children | Children instructed not to put fingers in mouth during/after activities which involve putting hands into water. Open cuts should be kept dry and covered. Hands should be washed with warm soapy water before eating lunch. |  | Low |  |  |  |
| Getting wet/cold | Children | Advising that children should be wearing appropriate clothes for weather conditions – i.e., hat, coat and gloves. |  | Low |  |  |  |
| Deep Water | Children  Teachers  Organisers | Children instructed to take care at the edge of the lake and not over reach with the net |  | Medium |  |  |  |
| Injury from picking up branches/sticks | Children | Children instructed to do the following – lift heavy branches with 2 or more people, check they have adequate space before turning with long branches, do not take live branches off trees and do not snap wood |  | Low |  |  |  |