



The Ernest Cook Trust – Pendle Hill Landscape Partnership – Activity Risk Assessment



Site/Location Outdoor location, school grounds, park, green space				Compiled by and date:	AC 12/07/18	Checked by:	SD 19/11/19
Activity: School field trips				Reviewed by and date: AC 05/01/2022			
Who is at risk?	Pupils? Y	Visitors? Y	Staff? Y	Other risk assessments relevant	Farmland RA, field and paths RA, Pendle Hill summit RA, Water RA, Woodland RA		

Hazard	Risk Rating		Control measure (reference to other relevant documents)	Residual Risk	
	Likelihood	Severity		Likelihood	Severity
Getting lost	M	L	<ul style="list-style-type: none"> Leader to give clear boundaries for the area Children should be counted regularly. 	L	L
Injury from the area including slips, trips, plants, fungi, rubbish, water and sticks at eye height	H	M	<ul style="list-style-type: none"> When walking in and near to water additional reminders to participants about awareness of uneven. Additionally, a throw line if to be kept close to hand if appropriate. If pond dipping gloves should be worn on broken skin or cut covered by plaster. A first aid kit present. Carry baby wipes and hand gel in kit Check area for dog feces, sharps and other rubbish. Hand washing should be encouraged after all activities and before eating or drinking. Ensure participants are aware of any poisonous or harmful plants to avoid on the site Check sites regularly for bee and wasp nests and ensure participants avoid area, be aware of any participant who may have allergies. Please also refer to specific site risk assessments 	M	M



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<p>Nasty and silly people</p>	<p>L</p>	<p>M</p>	<ul style="list-style-type: none"> • Not expected to confront dangerous people, either when alone or leading a group. Be prepared to leave if situation becomes threatening. • Avoid any dog or other pet which accesses the site, ask participants to ignore and not approach. • Ask owners to put dog on lead or keep under close control. Move the children. • Sites and activities to be of low target value and the likelihood of suffering an attack extremely low, however we comply with Lancashire County council emergency response procedure. 	<p>L</p>	<p>M</p>
<p>Fire lighting (for Kelly kettle, cotton wool/spark creation, toasting or cooking on fire)</p>	<p>H</p>	<p>H</p>	<ul style="list-style-type: none"> • risks of campfires and smoke introduction talk • Only trained and competent staff to supervise fires. • Site to be assessed prior to activity and any potentially hazardous branches/vegetation removed. • Fire safety kit must be present at fire site and clearly visible (Fire Blanket, water container, bucket, wet towel and burns kit). • Fires not to be lit in extremely dry or windy situations. • Full fire safety brief given to participants before lighting of fire. • Minimum of 5 litres of water at fire side. • Participants supervised around the fire at all times. • The fire size should be fit for purpose. • Fires to be fully extinguished at the end of a session and ashes removed from site. • Fire steels and all fire lighting equipment to be safely stored on session and counted in at the end of the session. 	<p>M</p>	<p>H</p>



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Injury from tools and equipment	L	M	<ul style="list-style-type: none"> • Ensure all equipment is checked and maintained regularly. • Correct PPE should be worn when appropriate to activity. • Tools and equipment should be stored safely out of reach of children not participating. • Tool/equipment talks to be given, demonstrating the safe and proper way to use and move around site. 	L	M
Injury from sticks and branches whilst using wood	H	H	<ul style="list-style-type: none"> • The Leader should supervise the suitability of materials used to build shelters. • Sticks are to be dragged with one end trailing on the ground, or carried between participants with both ends covered. 	M	H
Drugs or drug paraphernalia - injury from sharps or transfer of substances	L	H	<ul style="list-style-type: none"> • If upon discovery of suspected drugs or drug paraphernalia cordon off the affected area, and direct participants away. • Contact the owner of the land to inform them of the issue and arrange for removal of the suspected drugs or drug paraphernalia. • Do not touch the suspected drugs or drug paraphernalia. If this does happen contact your doctor for advice. 	L	H
Weather related illness or injury	M	M	<ul style="list-style-type: none"> • All participants informed to wear suitable clothing for the weather conditions. • Assess the weather conditions before visit and consider the weather condition. 	L	M
Hypothermia and heat stroke	M	M	<ul style="list-style-type: none"> • Ensure participants have appropriate clothing on for weather. Hats, scarves, gloves, sun cream etc. • Weather to be checked on day, and activity cancelled if too cold, windy, or too warm. • Participants to carry waterproof warm coat, as it can be cooler on the summit and very windy • Ensure there is plenty of drinking water for all participants and encourage water stops. • Keep an eye on participants for fatigue individuals and encourage rest. 	L	M



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Ticks	M	M	<ul style="list-style-type: none">• Participants advised to keep arms and legs covered.• Any person with a tick bite should be made aware of the possibility of Lyme Disease and seek medical advice on tick removal and after effects.	L	M
Meeting unfamiliar adults/Unauthorised site access	M	M	<ul style="list-style-type: none">• Group made aware of ECT staff/ other organisations/ contractors working in the area and/or other groups using the same location.• ECT PHLP Officers and volunteers clearly identifiable by uniform.• Access to areas used by visiting groups is limited; participants made aware where public access to a location is permitted.• Participants supervised by visiting adults at a ratio appropriate to the age and experience of the group.	L	M



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<p>Roads and Parking Areas, Moving vehicles in a parking area, Traffic and other road users on roads and driveways</p>	<p>M</p>	<p>H</p>	<ul style="list-style-type: none">• Prior to the school session starting, teachers, parents and careers are responsible for children and themselves on car parks, roads and within vehicles or on other modes of transport.• Participants at start of session, made aware of the likely presence of and potential danger from moving vehicles in parking areas, if the participants are accessing these during the school session.• When being dropped off or collected participants asked to wait at the edge of the parking area away from moving vehicles/coaches/minibuses.• If participants are moved through parking areas (as part of the session), supervising adults positioned at the front of the group. Judgement made by the Officer as to the safest side of the road to walk.• Where there is no pavement participants warned in advance and instructed to be in single file or tight pairs and as close as possible to the outside of the road.• Road crossings made in a controlled and organised manner with a supervising adult positioned in the road at either side of the crossing group in such a position that they are visible to traffic and approaching traffic can be seen.• Behaviour will be monitored and managed by visiting adults to encourage safe and sensible conduct.	<p>L</p>	<p>H</p>
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