

Risk Assessment Form
Environmental Education – Generic

Assessed by: Katie Parker Site Locations: Generic						Date: January 2019 Next assessment due : January 2020	
Type of Hazard	Likelihood of occurrence	Hazard Severity	Risk Factor	Action to be taken to reduce risk	New likelihood of occurrence	New hazard severity	New risk factor
Vehicle Collision, car park, roads and tracks	2	5	10	Supervise children in car park and driveway, Hi-vis to be worn by leader if appropriate (7SCP road crossing, WM car park), walk on pavements. Use road crossings where appropriate.	1	4	4
Slips, trips and falls on debris, mud, tree roots, animal holes, uneven ground. Ankle injuries	2	3	6	Suitable footwear for weather/ground conditions. Boots and wellies provide ankle support, recommended. Suitable tread on soles.	1	3	3
Disease from leaf litter, water bodies Weil's disease	2	3	6	Warn students about Weil's disease. Do not expose fresh cuts to water and soil. Ensure all have up to date tetanus jabs. Ensure hand washing equipment is available, especially before eating.	1	3	3
Poisoning from Fungi	1	4	4	Students advised not to touch any fungi. Never taste fungi. Hand washing facilities available.	1	2	2
Dog attacks from animals being walked by public – bites Livestock	1	3	3	Students advised not to approach dogs or other livestock, raise awareness e.g. avoid walking between cow and calf.	1	3	3
Ticks – Lyme's disease	1	3	3	Students asked to check themselves for ticks at home. Advise students of symptoms and remind them to seek medical attention after infected tick bites or flu like symptoms in the active summer season. Refer to NHS web site for up to date advice. Long trousers, closed toe shoes recommended for woodland activities.	1	3	3

Litter left by public – cuts and abrasions from broken glass/cans	2	3	6	Site checked and cleared of obvious litter before activity. Awareness raised. Gloves provided.	1	3	3
Nettles and brambles – scratches and stings	2	1	2	Nettles cleared from camp area, awareness raised.	1	1	1
Poisonous plants, bracken, foxglove, arum lilies, Giant hog weed – photo toxic sap	1	3	3	Awareness raised – do not ingest foxgloves, arum lilies or any plants where identification raises doubts. Avoid contact with Giant hog weed sap which reacts in sunlight to burn skin.	1	2	2
Uneven ground, exposed roots, burrows, wet boardwalks – trips, slips and sprains	2	3	6	Awareness raising – move with care around site.	1	2	2
Adder bites Bee and wasp stings Anaphylaxis	1	4	4	Awareness raised. Where they might be found on site. Do not disturb. Ensure appropriate medication is carried if prescribed – by the school or adult.	1	4	4
Drowning Falling into shallow stream, rivers pond, lake or sea	1	4	4	Awareness raised. No unsupervised access to water bodies. Throw line for if appropriate – coastal areas, river side walks.	1	4	4
Camp fire, burning	2	4	8	1m safety zone defined around camp fire, all seated. Instruction given for safe use of fire Fire blanket and bucket of water. Refer to Camp fire RA.	1	4	4
Smoke inhalation from fire	4	1	4	At least 1m from fire, sitting, working up wind from smoke. Refer to Camp fire RA	2	1	2
Low branches, eye hazard	2	3	6	Awareness raised	1	3	3
Sharp tools (Laplander saws, bill hooks, Frost knives)	2	3	6	Full instruction before use , tools only used when supervised by staff. Refer to individual tool RAs	1	3	3
Lost students, separation from the group	2	1	2	Clearly define area of activity. Regular head counts. Appropriate levels of adult supervision.	1	1	1
Cooking around the fire – smoke, heat, hot pans	2	4	8	Cook on embers of low flames. Wear gloves to protect hands. Upwind of smoke and heat. Refer to food hygiene RA and cooking RA.	1	4	4

Falling from cliff/quarry edge	1	4	4	Raise awareness of danger, keep to footpaths well away from the edge.	1	4	4
Contractors/rangers on site. Injuries from machinery, vehicles, tree felling and strimmer.	2	4	4	Liaise with woodland managers, rangers and contractors to ensure group are not exposed to dangers.	1	4	4
Cuts from barbed wire fencing	2	3	6	Point out where it exists. Remove old barbed wire if safe to do so. Highlight to group if hidden.	1	3	3
Dog and other animal faeces. Toxocara infection	2	3	6	Hand washing available. Remove if in immediate area if possible (i.e. bags available) Point out to grp.	1	3	3
Undesirable/unwanted visitors	1	4	4	Inform police Children supervised by adults or in buddy pairs.	1	1	1
High wind, falling trees and branches	2	4	8	Cancel event if High winds/ Gale Force. Observe canopy and root bases for displacement. Retreat from woodland if unexpectedly gusty.	1	4	4
Exposure – heavy rain, extreme cold, heat wave: Hypothermia, sunburn/sunstroke	2	2	4	Full water proofs, spare clothing, full change of clothing in plastic bag. Long sleeve clothing recommended to all. Sun screen and hats to be worn. Water available at all times. Groups advised to carry plenty of drinking water.	1	2	2

No activity may be carried out where there is a risk factor of 10 or above.
Dangers involved in using equipment should be brought to the attention of all.

Emergency Services: 999
My organisation's contact number: 01273 492630

Ensure a copy of the **Emergency Contact Details** is also on site.
Carry a **map** showing emergency access points

This form should be sent to the Learning & Engagement Education Development Manager, Sussex Wildlife Trust, Woods Mill, HENFIELD, West Sussex, BN5 9SD