

RISK ASSESSMENT

What are the hazards?	Generic Control Measures implemented	✓ X	Person to implement	Additional Control measures needed to reduce risk to an acceptable level	Person to implement	Date to be actioned
<p>Competency</p> <p>Becoming lost/unfamiliar environment/Child protection</p> <p>Water</p> <p>Traffic</p> <p>Farm animals</p> <p>Slip, trips and falls</p> <p>Weather</p> <p>Illness</p>	<p>Suitably qualified & experienced instructor (includes First Aid and been through the internal sign off process. Appropriate additional qualification for remote environments.</p> <p>Clearly defined boundaries to be communicated to pupils. Where appropriate, adults to be positioned within the area to support students. Pupils will be placed into designated groups/pairs and briefed to stay together. Clear methods of raising alarm will be communicated to pupils. Student safety briefing applicable to the situation and may include 'stranger danger' Regular/recorded Head counts</p> <p>Route will avoid proximity to water and if unavoidable clear briefing will be given to keep away.</p> <p>Route will avoid proximity to roads.</p> <p>Students briefed about any farm animals. Course selected to avoid animals</p> <p>Students to be briefed about hazards. Suitable footwear to be worn. Instructors will be first aid trained and a first aid kit will be available.</p> <p>Appropriate clothing to be worn. Sun protection used if necessary.</p> <p>Information about existing medical conditions known by staff. Parental consent & medical forms</p>	<p>✓</p>	<p>Person to implement</p>	<p>Monitoring of Staff Refresher and training days Safety Culture of openness and sharing promoted</p> <p>Student may be briefed on not taking lifts from strangers Students briefed on staying together Students briefed on what to do if lost Clear signal for students to return to base e.g. hand bell/whistle</p> <p>If offsite students to be signed in on attendance sheet on return to base. Emergency procedure for missing students established before event</p> <p>Students will be briefed about crossing drive or walking on it and being aware of vehicles and bikes on the bike track.</p> <p>Instructor checks field for animals</p> <p>Check medication that may need to be accessed immediately is carried on the activity e.g. inhaler/Epi-pen</p>	<p>Person to implement</p>	<p>Date to be actioned</p>

