

**RISK ASSESSMENT
ACTIVITY:**

DATE RISK ASSESSMENT PREPARED: January 2025

Group Visit

VENUE DETAILS:

GREENACRES ANIMAL PARK

GENERAL

- Visits must be pre-booked.

INFORMATION:

- General advice is that on animal park visits schools should divide themselves into small manageable groups.

| HAZARDS | CONTROL MEASURES | ADDITIONAL INFORMATION |
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| Traffic | Walk from coach park to animal park entrance involves walking through the car park. Adequate instruction & supervision of youngsters required whilst moving through the car park area. | Parking for the disabled and special needs groups right next to the Animal Park entrance. |
| Stranger Danger / Lost pupil | Animal Park open to members of the public. Pupils supervised at all times. Groups stay together whilst moving around the animal park. Frequent head counts. | Staff briefing on emergency action plan in the event of a pupil becoming detached from one of the subgroups (e.g. contact by radio), agreed procedure for contacting & seeking assistance from animal park staff). |
| Slipping / tripping /falling: <ul style="list-style-type: none"> • Uneven surface • Change in levels • Water on floor | Pupils supervised at all times. Pupils advised to wear low, closed-in shoes – high heels & open sandals are not appropriate. Pupils instructed to follow safety notices and instructions from animal staff where applicable. | |
| Water - drowning | All ponds and areas where there is water are fenced off. | |
| Stand- offs | Stand-offs are in place around the enclosures for children’s safety, they are not to be climbed on | Teachers to inform pupils to stay behind stand-offs |

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| <p>E coli 0157 through:</p> <ul style="list-style-type: none"> • Eating contaminated food • Direct contact with animals • Contact with animal faeces • Person to person contact | <p>Ensure that pupils and accompanying staff are adequately briefed prior to the visit. To include:</p> <ul style="list-style-type: none"> • No eating or drinking (including chewing gum) whilst having contact with animals. • Before contact with animals ensure cuts & grazes are covered with waterproof plasters • During feeding of animals' pupils should not place their face against the animal or put their hands in their own mouths afterwards • After contact with animals and particularly before eating and drinking all visitors should wash and dry their hands thoroughly • Consumption of food should be restricted to a designated area and time • Visitors should not eat anything which may have fallen to the ground. • Water for drinking must be taken only from taps clearly labelled as drinking water. • Prior to leaving the animal park hands should be washed again | <p>Schools are advised to take on board additional guidance on hand washing available at: - www.hse.gov.uk</p> <p>Hand washing should be thorough. A brief soak under a running tap is not enough to remove bacteria from the skin. Visiting groups are advised to implement the following procedure:</p> <ul style="list-style-type: none"> • Rinse hands under hot water! • Use soap to make a lather that covers the whole hand up to the wrist. • Particular attention should be given to the fingertips and in between fingers. • Rinse hands under hot water. • Dry your hands thoroughly using paper towels, roller towel or warm air dryer. |
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| Tractor Tour | <ul style="list-style-type: none"> • All trailers used for transporting children must have seats and lockable entry. • The maximum seating capacity must not be exceeded. • All children must be supervised whilst on the trailer. • All passengers must remain seated throughout the journey. • Safety information given to all passengers prior to leaving. | <p>Prior to setting off on any kind of trailer ride, visiting groups are advised to agree a system of communicating with the tractor driver in the event of them needing the vehicle to stop early in order to deal with an emergency situation.</p> |
| <p>Small animal handling. Animals biting. Infection from animals</p> | <p>At allocated times of the day, animal park staff will bring out a selection of animals for handling / feeding. Pupils will be permitted to stroke the animals gently and in moderation. Pupils given clear instructions on necessity to wash hands thoroughly restrict eating / drinking until after hands are washed, avoid putting hands in mouth / touching face until after hands are washed.</p> | <p>Where animal handling is permitted this will be supervised by animal park staff. Pupils and accompanying adults to follow all advice given and monitor the activity closely. Accompanying staff to be made aware of pupil's allergies / phobias as appropriate to the visit & these pupils advised to refrain from direct contact with animals. Separate hand-washing facilities should be provided where this option is available.</p> |
| Use of public toilets: | Stranger danger/ lost pupil | <p>Where possible, same gender staff supervise youngsters. Pupils never go to toilet alone – minimum of 2. Staff to regulate number of pupils entering & leaving public toilets. Frequent headcounts of whole group</p> |

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| Packed lunch | Illness due to poor hygiene Accident as a result of broken glass / debris in picnic area Stranger danger / lost pupil Weather | All animal park visitors <u>must</u> wash hands prior to eating. Staff to choose safe area for eating. Pupils to clear all litter / packaging after eating. Pupils to be supervised at all times. Parameters set & children instructed not to leave picnic area until told to do so Advance planning for selection of picnic area. Plan 'B' available in the event of poor weather. |
| Fire Risk | There are many flammable substances around the animal park. Use of matches should be restricted, and no smoking signs strictly observed. | In case of fire, the area should be evacuated immediately, and a member of staff alerted. All groups to congregate in car park. Animal staff to lead evacuation. |
| Cuts and Scratches | These should be cleaned thoroughly and covered up immediately. Old wounds should also be covered. | First aid is available from the main office at the entrance to the animal park. |

RISK ASSESSMENT REVIEWED BY: *K White*

NAME OF SCHOOL:

DATE OF VISIT:.....

DATE OF REVIEW: