**PART A: What are you risk assessing? FOR GUIDANCE ON CREATING/USING RISK ASSESSMENTS SEE THE H&S HANDBOOK**

|  |  |  |
| --- | --- | --- |
| Assessor: Kat Woolley | Job title / role: Inspiring People Officer | Line manager signature ***(only to be completed if RA has been checked)***: |
| Date of assessment: 18/03/2025 | Date for revision: 17/03/2026 | Other related assessments – give filename/s (eg. site or task): Potteric Carr site risk assessment |
| Check whether there a common task risk assessment already available that you could use.  Activity / Task: Nature Explorer school session | Date of task:  Ongoing | IS THERE A COMMON TASK RISK ASSESSMENT ALREADY AVAILABLE THAT YOU COULD USE?  TRA Reference Number: TRA 2504 **ALWAYS** ISSUE A **NEW** NUMBER WHEN AMENDING/UPDATING A RISK ASSESSMENT  (See **TRA** tab of Risk Assessment Log) |
| Other factors noted prior to activity but after risk assessment eg. Weather (complete on the day): | | |

**PART B: First Aid Cover**

|  |  |
| --- | --- |
| First aid cover required  (see code of practice 1) | Emergency First Aid at Work or First Aid at Work or Outdoor First Aid  Name of first aider/s: Kat Woolley  First aid kit requirements (consider group size and type of task. Any additional non-standard items?): Standard first aid kit in PC rucksack.  (must be accompanied by Accident book and Incident Forms) |

**PART C: Assessing the Risks (Don’t forget to include any safeguarding risks for this activity)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Considering the hazards of your activity please assess each below. | | | | |
| **Hazards/hazardous events**  (State the OBJECT that may cause harm, and how it may harm someone (eg’s Uneven path – trip, Giant Hogweed – contact with skin) | **Who is affected and how many people?**  (staff, contractor, volunteer, public, vulnerable group/s etc) | **Typical outcome**  State: Likely injuries eg broken bones, cuts, grazes etc, fatality or other outcome | **How will the risk be controlled?**  State: Each control measure you are putting in place  (Also think about how the control measure will be communicated)  (see YWTs H&S Handbook for advice on PPE) | **Remaining Risk Level**  Likelihood / Severity matrix  eg. likely x harmful = moderate |
| **Minibeasting – Using sweep nets** | **Children, teachers, YWT volunteers, YWT staff** | **Head injuries if misused, bruising** | * Demonstrate correct technique to sweep net * Keep safe distance other people to avoid hitting them with the net. * Take net off anyone who is persistantly using it inappropriately * Offer hand gel to participants reguarly | **Unlikely x slight harm - trivial** |
| **Minibeasting – woodland exploration.** | **Children, teachers, YWT volunteers, YWT staff** | **Slips, trips, falls, grazes, sprains** | * Look for major obstacles in pathways, encourage participants to look where they are going | **Likely x slight harm - slight** |
| **Pond dipping – Using pond dipping nets** | **Children, teachers, YWT volunteers, YWT staff** | **Head injuries if misused, bruising** | * Pre activity warning. Demonstrate safe use of nets while pond dipping. Check for other persons around when moving with the net. * Place the net flat on the ground when not in use. | **Unlikely x slight harm - trivial** |
| **Pond dipping – activity near water** | **Children, teachers, YWT volunteers, YWT staff** | **Falling into the pond, drowning** | * Pre activity warning. Demonstrate to group how to pond dip safely and act sensibly while on the platforms and near water. * Stand on the platform and dip net in the water, trying not to touch the bottom. Kneel down for little ones. * Do not step over the ledge. * -Walk sensibly around the platform/area and don’t swap platforms/areas. * Always face the water or be aware of where the water is. * If falls occur, ask them to check for symptoms of leptospirosis and see a doctor. * Site pond is shallow. * Do not over-crowd platforms. | **Unlikely x harmful - slight** |
| **Bird watching – visiting bird hides** | **Children, teachers, YWT volunteers, YWT staff** | **Trapped fingers, safeguarding issues** | * Take smaller groups into bird hides to avoid overcrowding and knocking into others. * Ywt staff and / or group leaders to open up the windows taking care to avoid hitting others in the head as they open inwards. Give a pre-warning that windows are going to be opened to give particpants a chance to move out of the way. | **Unlikely x slight harm = trivial** |
| **Insect bites and stings** | **Children, teachers, YWT volunteers, YWT staff** | **Infection, allergic reactions** | * Group asked not to purposely catch an insects which may bite or sting (eg wasps, bees). If caught accidently – children told to drop net where it is and go and inform a leader. If uncertain of an insect, do not touch. * Participants to make YWT leader aware of any allegies to bites and stings. Staff to ask particpants and / or parents/guardians and to check registration forms | **Likely x slight harm - slight** |
| **Ticks and Lyme’s disease** | **Children, teachers, YWT volunteers, YWT staff** | **Lyme’s disease** | * Pre visit information to contain how to protect yourself from ticks. Stay out of the long grass if possible and tuck trouser ends into socks and wear long sleeves if possible. In the event of finding a tick on oneself, take it out and make an appointment to see a doctor. * Pre warn about this and advise to bring insect repellent during the months of April – september. | **Likely x harmful - moderate** |
| **Hazardous plants – e.g. nettles, brambles, hemlock, wild roses,** | **Children, teachers, YWT volunteers, YWT staff** |  | * Be particularly aware if group is wearing shorts etc of thistles/nettle/ brambles. Staff to assess the area for poisonous or harmful plants and inform young people. Participants asked to not eat anything that has not been identified by trained or experienced YWT staff or volunteers. * Despite this, ticks are still abundant and can attach themselves pretty quickly to a person. | **unlikely x harmful = slight** |
| **Getting lost on site** | **Children, teachers, YWT volunteers, YWT staff** |  | * Group leader to check participant numbers regulalry and have a register available at all times. * YWT staff and group leaders to back mark where possible. | **Unlikely x very harmful = moderate** |
| **Soil and water bourne diseases** | **Children, teachers, YWT volunteers, YWT staff** |  | * Pre activity warning. Explain to the group that if they get water on their person, don’t put hand in mouths or eat anything with hands until they have washed their hands with warm soapy water. * Provide hand gel for after pond dipping. * - symptoms include: a high temperature (fever) that is usually between 38C and 40C (100.4-104-F) * chills * sudden headaches * nausea and vomiting * loss of appetite * muscle pain, particularly affecting the muscles in the calves and lower back * [conjunctivitis](http://www.nhs.uk/conditions/Conjunctivitis-infective/Pages/Introduction.aspx) (irritation and redness of the eyes) * [cough](http://www.nhs.uk/conditions/Cough/Pages/Introduction.aspx) * a short-lived rash | **Unlikely x harmful = slight** |
| **Extreme weather conditions (hot sunny weather, or storms)** | Children, adults, staff, volunteers | Sun burn, heat stroke, heat exhaustion, wet and cold, hypethermia | Point out shady areas to take shelter when outdoors. Assess young people in cold weather and warm with a hot drink, extra layers and if necessary get them indoors. Send children home if they fall in to water and it is a cold day – phone parents to ensure they can get in the house. | Unlikely x very harmful = Moderate |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |