

KCC Risk Assessment Form – The 5 steps approach

Activity / Operation/ Event: Brockhill Country Park Site Specific					Assessment Date: 07.12.16		
Establishment: Brockhill Country Park					Review Date: 07.12.17		
Step 1 Identify the hazards	Step 2 Who might be harmed & how?	Step 3 What are you already doing?	Risk Rating <small>Trivial/ low / medium / high / stop</small>	Step 4 Is anything further needed?	Step 5 Action & Review		
					Action required	Responsible person	Date completed
Weather	Group + Leader Hypothermia Sunburn	A general welfare and weather risk assessment completed					
Car Park	Group + Leader Collisions from traffic causing injuries	Designated adults responsible for the behaviour of the group at all times. Activity Ranger to show the designated adults a safe place for the children to stand whilst waiting for the group to congregate and the activity to begin.	LOW	Close supervision by designated adults.			
Using land near/next to the Badger Room	Group + Leader Collisions from traffic causing injuries Using land behind the Badger Room where the public footpath cuts through	If using areas for specific activities with groups of children the leader will tape off access to roadways/car parks with red/white tape. Supervising staff are required to supervise and control their group of children at all times. Head counts to be taken at	LOW	Close supervision from visiting staff at all times			

	Abduction, children wondering off into car park – collisions with traffic causing injuries	appropriate intervals.					
Natural woodland materials	Group + Leader Slips, trips, falls and bangs	Verbal warning to be careful when negotiating way around the Country Park. Rangers/Wardens to carry out daily site check.	LOW	Close supervision by visiting staff			
Insects and plants	Group + Leader Stings/Bites Anaphylactic shock	Stinging nettles removed where possible. Areas where there are known to be stinging insects or plants avoided. Group to be made aware of hazards before starting activity and to identify risks themselves whilst engaged in activity.	MEDIUM	Close supervision by visiting staff. Allergies/medical conditions to be reported to the Leader and a copy of these along with any medication to be held by the lead visiting member of staff.			
Fungi	Group + Leader Poisonous	Group to be shown what the fungi looks like and verbally warned not to touch it or put their hands near their mouths	MEDIUM	Close supervision by visiting staff			
Toxic plants	Group + Leader	Access to areas containing toxic plants to	MEDIUM	Close supervision by			

	Poisoning	be restricted or group to be shown + warned of the plants.		visiting staff			
Uneven ground/slopes	Group + Leader Slips/Trips/Falls/Sprains	Verbal warning to ensure the group are told to watch out for trip/slip hazards before activity commences.	LOW	Close supervision by visiting staff			
Low branches and trees	Group + Leader Banging and poking in eyes	Tree surveys of the site undertaken regularly. Hanging deadwood removed where deemed necessary. Verbal warning of any dangers that these hazards may pose.	LOW	Close supervision by visiting staff			
Litter and debris	Group + Leader Cuts, scratches etc	Litter removed during site check prior to session. Ensure the group are aware of potential hazards and investigate areas carefully if litter is observed. Inform the group not to touch it or remove.	LOW	Close supervision by visiting staff			
Dog/wild animal faeces	Group + Leader Infection and disease	Ensure the group are aware of this potential problem. The Group Leader will carry antibacterial wipes in case of contact with animal faeces	LOW	Close supervision by visiting staff			
The Brockhill Lake Deep water (still)	Group + Leader	The Group Leader ensures the group know	MEDIUM	Close adult supervision			

	Drowning.		that water is present on site as part of their safety brief. Group Leader to carry throw line in welfare rucksack and know the location of the lifebuoys.					
The Brockhill Lake Shallow Water (still)	Group Leader Drowning	+	The Group Leader ensures the group know that water is present on site as part of their safety brief. Group Leader to carry throw line in welfare rucksack	MEDIUM	Close adult supervision			
The Brockhill Stream	Group Leader Drowning	+	The Group Leader ensures the group know that water is present on site as part of their safety brief. Group Leader to carry throw line in welfare rucksack	MEDIUM	Close adult supervision			
The Brockhill Stream/Lake	Group Leader Getting Wet Hypothermia	+	The Group Leader ensures the group know that water is present on site as part of their safety brief. Group Leader to carry throw line in welfare rucksack		Close adult supervision			
Standing Water	Group Leader Disease	+	The Group Leader ensures the group know that water is present on site as part of their safety brief. Group Leader to carry throw line in welfare rucksack		Close adult supervision			

Livestock – including Brockhill School Farm's cattle and sheep	Group Leader + Pregnant women – Infections including: chlamydia, toxoplasmosis, listeriosis and Q fever FROM ewes (female sheep). Group chased by cattle causing injury, potential death.	Leader to ensure pregnant women are warned of potential hazards by including in risk assessment. All groups warned if there is livestock in field. Supervisors to ensure all groups are with a member of staff at all times.	MEDIUM	Leader to warn group supervisors who are pregnant of the risk Close supervision by visiting staff			
--	--	---	--------	--	--	--	--

Assessor Name(s): Kate Wells	Job Title: Education Ranger
Signature	Review Date: 07.12.17

Step 1 What are the hazards?	Step 2 Who might be harmed and how?	Step 3 What are you already doing?	Risk rating	Step 4 Is anything further needed?	Step 5 Action & Review
Spot hazards by: <ul style="list-style-type: none"> walking around your workplace asking those doing the task what they think checking manufacturers' instructions considering health hazards 	Identify groups of people, consider: <ul style="list-style-type: none"> employees temporary / agency staff contractors volunteers members of the public children (including 	List what is already in place to reduce the likelihood of harm or make any harm less serious, examples include: <ul style="list-style-type: none"> guarding training procedures, safe systems of work 	Trivial, low, medium, high or stop (please see matrix below)	You need to make sure that you have reduced risks 'so far as is reasonably practicable'. An easy way of doing this is to compare what you are already doing with good practice. If there is a difference, list what needs	Remember to prioritise. Deal with those hazards that are high-risk and have serious consequences first. List: <ul style="list-style-type: none"> actions required who needs to do them

	<p>work experience)</p> <ul style="list-style-type: none">▪ lone workers▪ pupils▪ service users	<ul style="list-style-type: none">▪ personal protective equipment (PPE)		<p>to be done.</p>	<ul style="list-style-type: none">▪ by when▪ Check actions completed
--	---	---	--	--------------------	---