**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: 22/11/2023 | Date for revision: 22/11/2024 | Other related assessments – give filename/s (eg. site or task): Potteric Carr Site RA |
| Check whether there a common task risk assessment already available that you could use.  Activity / Task: Stone age school session | Date of task: ongoing | IS THERE A COMMON TASK RISK ASSESSMENT ALREADY AVAILABLE THAT YOU COULD USE?  TRA Reference Number: TRA 2502 **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 |
| **Fire – making a fire with young people** | **Children, Group leaders, Group participants, YWT volunteers and YWT staff** | **Burns** | * **Set ground rules when group are sat around the fire circle. Everyone must navigate around the outside of the fire circle when moving around the woods.** * **YWT staff to wear fire gloves when adding fuel to the fire. This protects them, but also models good fire safety. IF others are making fires, they must wear gloves too.** * **YWT staff and volunteers to ensure that any fires are extinguished with water when leaving the site, and no sign of a fire are left behind. ‘leave no trace’.** * **Provide kneeling mats to protect knees.** * **YWT staff to model the knelling on one knee position when lighting fires as this enables one to** |  |
| **Navigating the woodland setting – uneven ground, slippery substrate** | **Children, Group leaders, Group participants, YWT volunteers and YWT staff** | **Slips, trips, falls, sprains, strains, breaks** | * **Setting of ground rules before activities start.** * **Highlight that the grounds in the wood are very uneven with roots, branches and bumps.** * **Walking around the wood carefully is the only safe way to get around (no running).** * **Pre visit warning to come prepared with the correct footwear (e.g. walking boots, wellies, shoes with a good grip) do help to walk safely on slippery ground.** |  |
| **Collection of den materials, and natural materials for crafts** | **Children, Group leaders, Group participants, YWT volunteers and YWT staff** | **Trips and falls** | * **Set ground rules before sending everyone off to make dens.** * **Demonstrate safe manoeuvring and carrying of larger sticks. Work with a friend to carry a stick and one end, and you at the other.** * **If the stick is too heavy, leave it.** * **Space yourselves out from each other to avoid bumping into each other.** * **Communicate to others if you are moving past so they can see you and give you room.** * **Provide gloves if participants prefer to wear them, but checking things over before they pick them up will be sufficient.** * **Wash hands after activity.** |  |
| **Hazardous plants – Bramble, thistle, nettle** | **Children, Group leaders, Group participants, YWT volunteers and YWT staff** | **Thorns, splinters, stings, scratches** | * **In setting of ground rules, share with the group the types of plants that are in the vicinity so they know what to look out for and avoid touching them.** * **Ask people to look carefully when they are picking up things from the ground to check there are no thorns etc** |  |
| **Event shelter – ratchet straps** | **Children, Group leaders, Group participants, YWT volunteers and YWT staff** | **Trips and falls** | * **When setting the ground rules at the beginning of the session, point out where the ratchet straps are and when walking around the woods, to just keep a look out where the ratchet straps are attached to the ground.** |  |
| **Insect bites and stings** | **Children, Group leaders, Group participants, YWT volunteers and YWT staff** | **Allergic reactions, infections** | * **Pre visit warning to highlight that during the late spring and summer, we do experience a high number of mosquitoes and other insects that bite or sting. To help make a more enjoyable visit, wearing and bringing insect repellent will help. We recommend Incognito brand but any will help stave away the annoyances.** |  |
| **Ticks and Lyme’s disease** | **Children, Group leaders, Group participants, YWT volunteers and YWT staff** | **Lyme’s disease** | * **Pre visit warning to bring insect repellent and reapply on site if need to.** * **Wear long trousers and tuck them into socks. Also wear longer, lightweight sleeves.** * **Check oneself over after visiting for a few days. Ticks like to get to armpits, behind knees, chest, groin areas but can land anywhere.** * **Seek medical advice if one notices a bullseye rash where the tick was (when removed) and cold, flu like symptoms emerge.** |  |
| **Soil and water borne diseases** | **Children, Group leaders, Group participants, YWT volunteers and YWT staff** | **Leptospirosis and other potential diseases transmitted through soil and stagnant water** |  |  |
| **Picking or touching fungi** | **Children, Group leaders, Group participants, YWT volunteers and YWT staff** | **Severe illness** |  |  |
| **Extreme weather conditions – heat waves, thunder storms, freezing temperatures.** | **Children, Group leaders, Group participants, YWT volunteers and YWT staff** | **Heat stroke, hypothermia, hyperthermia, heat exhaustion.** |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |