

Risk Assessments

– Covering all Primary School ‘Four Seasons’ Outdoor Learning Programme activities –

(Produced May 2025)



The Great Out-tours Limited

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The Great Out-tours Risk Assessment Scoring System

Risk [R] = Hazard Severity [H] × Likelihood of occurrence (Probability) [L]

Hazard Severity [H] - Should be assessed on scale of 1 - 5:

1. Low (minor injury to one individual)
2. Slight (injury or disease capable of keeping one person off work 3 or more days)
3. Moderate (injury or disease capable of keeping more than one person off work for 3 or more days)
4. High (death to an individual)
5. Very High (multiple deaths)

Likelihood of occurrence (probability) [L], on scale of 1 - 5:

1. Not likely (an injury may occur less than once in a working year, doing this activity every day)
2. Possible (an injury may occur once in a working year, doing this activity every day)
3. Occasional (an injury is likely to occur 2 or 3 times in a working year, doing this activity every day)
4. Common (an injury is likely to occur more than 3 times in a working year, doing this activity every day)
5. Likely (an injury is probably going to occur)

Using the equation above a **risk factor [R] is determined** ranging from 1 (no severity and unlikely to happen) to 25 (just waiting to happen, with disastrous and widespread results).

Risk Factors [R]

1-3 Low, improve when possible

4-9 Medium risk factor, improve as soon as possible

10+ Deal with the risk before you start the task, preferably before anyone else arrives on site.

A risk factor of 10+ is unacceptable. If it cannot be reduced, the task will not be carried out.

To make the equation work effectively, 'likelihood' and 'severity' are always judged independently.

Important: The following risk assessments are grouped according to each of the activity theme.

Activity Assessed:- Ponds & Streams: Survey & management activities Assessed by :- John Brooksbank Site Location: Primary Schools & Association run landholdings						Date:- May 2025 (and before each session)	
Type of Hazard	Likelihood of Occurrence (L)	Hazard Severity (H)	Risk Factor (R)	Action to be taken to reduce risk	New likelihood of occurrence	New hazard severity	New risk factor
Falling into the pond	3	4	12	Pre-activity water awareness briefing including warning about bank stability. Carry a throw line, have instructor & support instructors spaced at regular intervals.	1	4	4
Falling down pond bank	3	3	9	Pre-activity bank danger warning/close supervision. No running, suitable footwear, adults along the line at regular intervals	1	3	3
Slipping on concealed pond rocks beneath water	3	3	9	Pre activity warning brief, sensible protective footwear, no running or jumping	2	3	6
Stump/log slip/trip hazard	3	2	6	Awareness raised. Pre-activity briefing on important of not jumping/climbing/walking on standing logs/tree branches. Tools only used when sitting or stationary. Tools carried with points down.	1	2	2
Disease from animal excrement	2	3	6	Hand washing before eating	1	3	3
Water borne disease (especially Weil's disease)	2	3	6	Give pre-activity briefing about water borne diseases & importance of not 1. drinking pond water 2. splashing each other 3. biting fingers/nails during activity. Carry hand wipes / wash hands before eating. Ensure all participants with existing cuts/abrasions to hands are adequately covered prior to activity commencement. Brief participants to have clothes washed promptly following activity day.	1	3	3
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Allergic reaction to plants / insects	3	3	9	Onsite explanation/briefing at appropriate times of year	1	3	3
Plant and insect stings	3	1	3	Pre-activity briefing. Staff trained to react to severe sting reaction.	2	1	2
Injury by stream debris (sharp/contaminated manmade or multi branched fallen boughs)	2	3	6	Ensure all participants wearing gloves. Brief group about: 1. importance of spatial awareness 2. looking out for colleagues when handling large debris 3. working in pairs to remove heavy/long debris.	1	3	3
Slipping/stumbling on wet approach paths	2	2	4	Brief participants about underfoot conditions prior to setting out.	1	2	2
Cuts to skin	2	2	4	Pre-activity briefing about activity dangers. Have First Aid Kit to hand at all times.	1	2	2
Bankside tree root/hidden stump trip hazard	3	2	6	Pre-activity awareness briefing. Tools only used when sitting or stationary. Tools carried with points down.	1	2	2
Hit by eye level branches or plants	4	3	12	Pre-activity awareness briefing of potential hazard & high level of supervision during activity. Work in pairs to maximise branch awareness.	1	3	3
Injury from tree climbing / swinging on tree branches	4	4	16	Pre-activity briefing on importance of not climbing trees/swinging on branches during club session as it is NOT PART OF THE PLANNED ACTIVITY THEME. Statement made that children are not covered by insurance in the event of serious injury.	1	3	3
Injury by jousting/fighting with sticks/branches	4	4	16	No stick fighting/jousting policy. Pre-activity given.	1	4	4
Injury by throwing sticks/stones	4	4	16	No throwing sticks/stones policy. Briefing given on approach to ponds.	1	4	4
Lost student	2	1	2	Clearly define area of activity and importance of not wandering off unsupervised. Regular checks on group numbers.	1	1	1
Inflicting injury with pond dipping nets	3	1	3	Pre-activity 'correct net usage/dipping technique' briefing. Close supervision throughout.	2	1	2
Injury from sharp hand tools. Continued.../	4	3	12	Full safety instructions before use, tools only used when supervised by staff. All equipment	1	3	1

				counted out and back. No running. Correct PPE to be worn at all times. When using tools outside, place all tools in a secure storage box/bag within transporter/wheelbarrow.			
Sunburn/sunstroke	5	4	20	Contact parents/guardians & schools to brief re. sun protection requirements. Pre-activity check that sun cream is applied, sun hats worn. During activity reminder to re-apply sun cream if necessary.	2	4	8
Cold & wet	4	2	8	Contact parents/guardians & schools to brief re. protective clothing requirements. Pre-course briefing (at end of course day for following week) on importance of protective clothing (according to seasons).	2	2	4
Emergency ambulance meeting point:	Main School/Staff Car Park, Front School Entrance or Landholding Car Park. Make all instructors and support instructors aware of the locations prior to activity commencement.						
Mobile Telephone Coverage:	Good						
Emergency contacts:	Ambulance 999 or 112 / Primary: School Contact Number. For all accidents that take place outside of the school grounds, contact the School's Head Teacher to follow the School's Crisis Management Plan. Secondary: The Great Out-tours – 01825 729158						
Preventative pre-session training/briefing:	Dangers involved in using equipment should be brought to the attention of all prior to activity commencement.						

Important: No activity may be carried out where there is a 'new' risk factor of 10 or above.

This form should be sent to the Health & Safety officer, The Great Out-tours, Woodside, Little London Road, Horam, Heathfield, East Sussex TN21 0BL.

Activity Assessed:- Field & Hedgerow activities: survey & management Sustainable back yard project Wildflower meadows & grassland Grow your own: Pot Plants or On-site Planting Traditional orchard harvest & topical activities Assessed by :- John Brooksbank Site Location: Primary Schools & Association run landholdings						Date:- May 2025 (and before each session)	
Type of Hazard	Likelihood of Occurrence (L)	Hazard Severity (H)	Risk Factor (R)	Action to be taken to reduce risk	New likelihood of occurrence	New hazard severity	New risk factor
Hit by eye level branches or plants	4	3	12	Pre-activity awareness briefing of potential hazard & high level of supervision during activity. Work in pairs to maximise branch awareness.	1	3	3
Injury from tree climbing / swinging on tree branches	4	4	16	Pre-activity briefing on importance of not climbing trees/swinging on branches during club session as it is NOT PART OF THE PLANNED ACTIVITY THEME. Statement made that children are not covered by company insurance in the event of serious injury.	1	3	3
Branches falling on participant during cutting	3	3	9	Pre-activity teamwork briefing. i.e One cutting/one holding/lifting away branch safely. Work in pairs. Limit size of branches for cutting.	1	3	3
Facial injury through cut branch carrying	3	2	6	Pre-activity branch transportation awareness. Participant work in pairs carrying branches	1	2	2
Falling/slipping down hedge ditches	3	2	6	Pre-activity awareness briefing & high level of supervision during activity.	2	2	4
Stump/log slip/trip hazard	3	2	6	Awareness raised. Pre-activity briefing on importance of not jumping/climbing/walking on standing logs/tree branches. Tools only used when sitting or stationary. Tools carried with points down.	1	2	2
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Sharp tools (bow saws pruning saws, bill hooks, pen-knives, bushcraft knives)	4	3	12	Full safety instructions before use, tools only used when supervised by staff. All equipment counted out and back.	1	3	3
Overgrown hedges concealing banks/ditches/ stream/trip hazards	3	2	6	Pre-activity awareness briefing & high level of supervision during activity.	2	2	4
Water borne disease (Weil's disease)	2	3	6	Pre-activity briefing about water borne diseases & importance of not 1. drinking pond water 2. splashing each other 3. biting fingers/nailed during activity. Carry hand wipes / wash hands before eating. Ensure all participants with existing cuts/abrasions to hands are adequately covered prior to activity commencement. Brief participants to have clothes washed promptly following activity day.	1	3	3
Soil borne disease	1	3	3	Pre-activity awareness briefing on importance of hand washing before breaks/ lunch/at end of Hand wipes to be made available for use during activities. Advise participants to cover any recent or open cuts. Pupils with allergies to be advised to bring gloves & cover exposed skin with strong clothing.	1	3	3
Disease from animal excrement	2	3	6	Give pre-activity awareness briefing & importance of hand washing before eating. Make hand wipes available for activities	1	3	3
Lymes disease (caused by tick bite)	1	3	3	Give pre-activity awareness briefing. Wear suitable clothing to cover arms & legs. Check regularly for ticks.	1	3	3
Injury from hedge beating survey poles	2	1	2	Pre-activity pole survey methodology/handling do's & don'ts. Close on-session supervision/spacing between participants.	2	1	2
Allergic reaction to plants / insects	3	3	9	Onsite explanation/briefing at appropriate times of year	1	4	4
Plant and insect stings Continued.../	3	1	3	Pre-activity briefing. Staff trained to react to severe sting reaction.	2	1	2

Snake bite	1	3	3	Pre-activity briefing about behaviour if a snake is seen i.e. standing still, not approaching/ touching or handling snakes.	1	3	3
Injury by stream debris (sharp/contaminated manmade or multi branched fallen boughs)	2	3	6	Ensure all participants wearing gloves. Brief group about: 1. importance of spatial awareness 2. looking out for colleagues when handling large debris 3. working in pairs to remove heavy/long debris.	1	3	3
Slipping/stumbling on wet approach paths	2	2	4	Brief participants about underfoot conditions prior to setting out.	1	2	2
Tripping on sun baked livestock poached clay field paths	2	2	4	Pre-access surface warning. No running, appropriate footwear.	1	1	1
Cuts to skin	2	2	4	Pre-activity briefing about activity dangers. Have first aid kit to hand at all times.	1	2	2
Bankside tree root/hidden stump trip hazard	3	2	6	Pre-activity awareness briefing. Tools only used when sitting or stationary. On activity tools carried with points down. When transporting tools to activities, place all tools in a secure storage box/bag within transporter/wheelbarrow.	1	2	2
Lost student	2	1	2	Clearly define area of activity and importance of not wandering off unsupervised. Regular checks on group numbers.	1	1	1
Sunburn/sunstroke	5	4	20	Contact parents/guardians & schools to brief re. sun protection requirements. Pre-activity check that sun cream is applied, sun hats worn. During activity reminder to re-apply sun cream if required.	2	4	8
Cold & wet	4	2	8	Contacts parents/guardians & schools to brief re. protective clothing requirements. Pre-session briefing (at end of session for following week) on importance of protective clothing (according to seasons)	2	2	4
Injury from sharp hand tools	4	3	12	Full safety instructions before use, tools only used when supervised by staff. All equipment counted out and back. No running. Correct PPE to be worn at all times. When using tools outside, place all tools in a secure storage	1	3	3
Continued.../							

				box/bag within transporter/wheelbarrow.			
Slippery grass slopes	2	3	6	No unsupervised running. Suitable footwear.	1	3	3
Uneven ground / loose rocks	4	2	8	Walk route identified by instructor (pre group arrival) on more challenging areas. Pre-activity awareness briefing given highlighted more dangerous areas. Suitable footwear essential.	2	2	4
Poisonous plants & fungi	1	3	3	Onsite briefing/ID demonstration of poisonous species. Warning given not to collect/pull/touch.	1	3	3
Injury by jousting/fighting with sticks/branches	4	4	16	No stick fighting/jousting policy. Pre-activity given.	1	4	4
Injury by throwing sticks/stones	4	4	16	No throwing sticks/stones policy. Briefing given on approach to ponds.	1	4	4
Splinters from recycled timbers (for sustainable/G.O.T project works)	2	2	4	Warn people of hazard. First aid kit to be available & appropriate.	1	2	2
Danger from barbed wire fencing surrounding fields	3	1	3	Pre-activity warning of barbed wire areas/awareness.	2	1	2
Germs contracted from contaminated fruit/food picked and/or prepared and consumed on site	2	1	2	All fruit washed by participants in bowls of clean warm water & then placed in freshly cleaned bowls immediately. 2. All detailed food related equipment thoroughly cleaned prior to activity commencement.	1	1	1
Continued,...							

Cuts/piercing of skin from knives/ apple slicers used to cut apples & other fruit into segments	4	2	8	Full safety demonstration briefing given on safe slicing equipment usage (including using thumb to push through fruit core from top through slicer avoiding sharp underside) 1. Place slicer on fruit top in position before slicer pushed down to cut the fruit. 2. Slicers not given out until all children acknowledge this method. 3. Great Out-tours instructor observes two children slicing at any given time. 4. Slicers counted out & counted back in. 5. Reception children guided by hand of instructor in slicing process, with instructor holding slicer. 5. Set up of a slicing zone ensuring all other children (to those slicing) are not allowed within area.	2	1	2
Cuts/piercing of skin from contact with hand operated fruit crusher mechanism (in operation)	2	2	4	Full safety demonstration briefing given by Great Out-tours representative (supervising activity) on crusher mechanism & dangers of putting hands in danger area (within stainless steel crushing chamber). 2. Installation of a wooden 'hazard' bar across top of apple crushing chamber to serve as a 'hands danger' indicator for children to clearly see at all times. 3. Children placed into a single file line to await their turn to operate crusher. Another single file line placed for children placing apples into crusher.	1	1	1
Injury from fruit crusher falling off tabletop onto participant's feet/bodies	2	2	4	Fix crusher machine to sturdy picnic table with four heavy duty cable ties.	1	1	1
Injury from fruit press being a. knocked off table (prior to operation) b. falling off tabletop (during operation) onto Continued.../	2	2	4	Permanently fix apple press feet to a portable timber base platform with screws. Fix base platform to sturdy picnic table with four heavy duty metal clamps.	1	1	1

participant's feet/bodies							
Facial/body injury from end of metal fruit press turn handle	2	2	4	The Great Out-tours fruit press supervisor holds end of handle as each participant approaches to commence turn. 2. Participants to form a single file line to await their turn to operate press.	1	1	1
Emergency ambulance meeting point:	Main School/Staff Car Park, Front School Entrance or Landholding Car Park. Make all instructors and support instructors aware of the locations prior to activity commencement.						
Mobile Telephone Coverage:	Good						
Emergency contacts:	Ambulance 999 or 112 / Primary: School Contact Number. For all accidents that take place outside of the school grounds, contact the School's Head Teacher to follow the School's Crisis Management Plan. Secondary: The Great Out-tours – 01825 729158						
Preventative pre-session training/briefing:	Dangers involved in using equipment should be brought to the attention of all prior to activity commencement.						

Important: No activity may be carried out where there is a 'new' risk factor of 10 or above.

Activity Assessed:- Wildwood craft Rural/ Seasonal crafts Assessed by :- John Brooksbank Site Location: Primary Schools & Association run landholdings						Date:- May 2025 (and before each session)	
Type of Hazard	Likelihood of Occurrence (L)	Hazard Severity (H)	Risk Factor (R)	Action to be taken to reduce risk	New likelihood of occurrence	New hazard severity	New risk factor
Nettles & brambles – scratches & stings	4	1	4	Nettles cleared from work area, gloves available awareness raised.	2	1	2
Camp fire, skin burns	2	5	10	1m safety zone defined around campfire, all seated. Logs secured by pegs to prevent rolling. Only designated persons to light add firewood, always Fire blanket on site.	1	4	4
Smoke inhalation from fire	4	1	4	At least 1m from fire, sitting, working up wind of smoke.	2	1	2
Burns from toasted Marshmallows	4	4	16	Pre-activity briefing about how to withdraw tasting stick with freshly toasted marshmallow on end, from fire area by sliding it behind body & not swinging stick around and interfering with other children's toasting sticks or bodily parts. Any Marshmallows that catch alight during toasting are swiftly withdrawn from fire and extinguished by G.O.T staff. Children instructed to thoroughly blow on their freshly toasted marshmallows to ensure there are no embers or hot sweet areas that may burn the mouth during eating.	1	3	3
Hit by eye level branches or plants	4	3	12	Pre-activity awareness briefing of potential hazard & high level of supervision during activity. Work in pairs to maximise branch awareness.	1	3	3
Injury from tree climbing / swinging on tree branches	4	4	16	Pre-activity briefing on importance of not climbing trees/swinging on branches during club session as it is NOT PART OF THE PLANNED ACTIVITY THEME. Statement made that	1	3	3
Continued.../							

				children are not covered by insurance in the event of serious injury.			
Injury by jousting/fighting with sticks/branches	4	4	16	No stick fighting/jousting policy. Pre-activity given.	1	4	4
Injury by throwing sticks/stones	4	4	16	No throwing sticks/stones policy underlined in pre-activity briefing.	1	4	4
Fire lighting, fire by friction	2	5	10	Supervised activity. Hands upwind of potential flames.	1	5	5
Stump/log slip/trip hazard	3	2	6	Awareness raised. Pre-activity briefing on importance of not jumping/climbing/walking on standing logs/tree branches. Tools only used when sitting or stationary. Tools carried with points down.	1	2	2
Injury from sharp hand tools	4	3	12	Full safety instructions before use, tools only used when supervised by staff. All equipment counted out and back. No running. Correct PPE to be worn at all times. When using tools outside, place all tools in a secure storage box/bag within transporter/wheelbarrow.	1	3	3
Injury from Piercing hand with drill bit (being used in conjunction with battery powered drills)	4	1	4	Activity to be carried out on 1 tables with pupils seated in groups of 5-6 per table, with one member of TGO staff supervising/holding end of drill. Full safety instruction briefing given before Power Drill operated by pupils. 1. Power drill operation briefing given prior to use. 2. A drilling station is located on a table of its own and the TGO station operator is permanently based there. 2. Pupils placed in an orderly line and supervised by a separate member of TGO staff. 3. Each is called over to the drill station. 4. Each pupil holds the power drill and the TGO staff member holds and guides the drill firmly holding both the back of the drill and the item to be drilled. 3. During drill operation pupils free hand is not placed anywhere near the drilling point.	2	1	2
Continued.../							

Injury from needles (knitting needles, plastic darning needles etc) piercing semi-soft objects (elder wood, bird food, monkey nuts, wool balls etc)	4	1	4	Activity to be carried out on tables with pupils seated in groups of 5-6 per table, with one member of G.O-t staff sat at each table. Full safety instruction briefing given before knitting needles given out to include the following. 1. Knitting needles only used when approved/supervised by staff. 2. All equipment counted out and back via inventory list. 3. No running with knitting needles in hand. 4. Needles must be used to pierce the nuts (or similar objects) by placing needle tip against middle of nut shell, whilst nut secured end to end by index finger & thumb to table. 5. Nuts drawn on to knitting needle by pointing needle away from body & pulling nut with index finger/thumb. 6. Needles must not be waved or pointed at neighbouring pupils. 7. When using knitting needles outside, all items to be placed in a secure storage box/bag & carried by a member of The Great Out-tours staff (attending session). 8. Place Monkey Nuts (or similar objects to be pierced/threaded) in bowls to avoid excess spillage off table leading to needles being waved around in process of picking up nuts.	2	1	2
Lost student	2	1	2	Clearly define area of activity and importance of not wandering off unsupervised. Regular checks on group numbers.	1	1	1
Muddy footpaths on sloping woodland gradients	3	2	6	Pre-activity site inspection for activity suitability in extreme wet months. Terrain warning. Instructor /support instructors to be evenly spaced to supervise participants' safe passage.	1	2	2
Slipping down ghyll (steep sided ravine) edges	2	2	4	Pre-activity onsite safety briefing 'working near ghylls', outlining importance not to turn back on banks / keep good distance due to unstable banks. Close supervision at all times.	1	2	2
Continued.../							

Tripping while walking on uneven field terrain, or descending/ascending steep slopes	3	1	1	Pre-activity briefing about hazards of uneven path, prohibiting running. Suitable footwear. Instructor/support instructors at top and bottom of slope to safeguard safe descent/ascent.	1	1	1
Poisonous plants & fungi	1	3	3	Onsite briefing/ID demonstration of poisonous species. Warning given not to touch/collect/pull.	1	3	3
Allergic reaction to plants / insects.	3	3	9	Onsite explanation/briefing at appropriate times of year.	1	3	3
Plant and insect stings	3	1	3	Pre-activity briefing. Staff trained to react to severe sting reaction.	2	1	2
Snake bite	1	3	3	Pre-activity briefing about behaviour if a snake is seen i.e. standing still, not approaching/ touching or handling snakes.	1	3	3
Disease from leaf litter or animal excrement	2	3	6	Hand wipes or hand washing before eating. Pre-activity briefing.	1	3	3
Lymes disease (caused by tick bite)	1	3	3	Wear suitable clothing to cover arms & legs. Check regularly for ticks.	1	3	3
Water borne disease (especially Weil's disease)	2	3	6	Pre-activity briefing about water borne diseases & importance of not 1. drinking pond water 2. splashing each other 3. biting fingers/nails during activity. Carry hand wipes / wash hands before eating. Ensure all participants with existing cuts/abrasions to hands are adequately covered prior to activity commencement. Brief participants to have clothes washed promptly following activity day.	1	3	3
Soil borne disease	1	3	3	Pre-activity awareness briefing on importance of hand washing before breaks/ lunch/at end of Hand wipes to be made available for use during activities. Advise participants to cover any recent or open cuts. Pupils with allergies to be advised to bring gloves & cover exposed skin with strong clothing.	1	3	3
Outbuildings or potentially old, unstable features Continued.../	2	2	4	Pre-activity 'out of bounds' warning brief. Area taped off with warning tape. Group closely supervised/regularly counted to	1	2	2

i.e., wells, old industrial machinery, empty oil containers, water pipes etc				ensure area no one wonders off. Entrances / doorways should be padlocked, & wells should have a suitable padlocked cover.			
Injury by jousting/fighting with sticks/branches	4	4	16	No stick fighting/jousting policy. Pre-activity given.	1	4	4
Injury by throwing sticks	4	4	16	No throwing sticks policy underlined in pre-activity briefing.	1	4	4
Rolling logs onto feet/hands	4	1	4	Closely supervise. Where possible pair up participants to remove heavy logs/branches.	2	1	1
Trees in possible falling condition, could fall when working near	1	4	4	Weekly site check pre-session. If noticed during activity, move group away from unstable area. Check Met office website for wind strengths in extreme weather conditions. Do not carry out woodland activities in weather conditions of gale force 5+.	1	4	4
Danger from both barbed wire on 1. delapidated collapsed fencing & 2. newly erected fencing bordering woodlands / school grounds	3	1	3	Pre-activity warning of barbed wire areas/awareness. Remove delapidated fencing sections. Close supervision /guidance by instructors/ support instructors when walking near/over.	2	1	2
Sunburn during walk to/from woodland areas (warm weather months)	5	4	20	Contact parents/guardians to brief re. sun protection requirements. Pre-activity check that sun cream is applied, sun hats/suitable clothing worn. During activity reminder to re-apply sun cream if/when required.	2	4	8
Cold & wet	4	2	8	Contact parents/guardians to brief re. protective clothing requirements. Pre-course briefing (at end of course day for following week) on importance of protective clothing (according to seasons).	2	2	4
Emergency ambulance meeting point:	Main School/Staff Car Park, Front School Entrance or Landholding Car Park. Make all instructors and support instructors aware of the locations prior to activity commencement.						
Mobile Telephone Coverage:	Good						
Emergency contacts:	Ambulance 999 or 112 / Primary: School Contact Number. For all accidents that take place outside of the school grounds, contact the School's Head Teacher to follow the School's Crisis Management Plan. Secondary: The Great Out-tours – 01825 729158						
Preventative pre-session training/briefing:	Dangers involved in using equipment should be brought to the attention of all prior to activity commencement.						

Important: No activity may be carried out where there is a 'new' risk factor of 10 or above.

Activity Assessed:- Livestock activities – Sheep, goats, poultry, rabbits, birds of prey & tortoises Assessed by :- John Brooksbank Site Location: Primary Schools & Association run landholdings						Date:- May 2025 (and before each session)	
Type of Hazard	Likelihood of Occurrence (L)	Hazard Severity (H)	Risk Factor (R)	Action to be taken to reduce risk	New likelihood of occurrence	New hazard severity	New risk factor
Allergic reaction to plants / insects / animals	3	3	9	Onsite explanation/briefing at appropriate times of year. Check for listed allergies on participant's registration forms. Contact parents/guardians of those who may be allergic to any animals being brought in and discuss action to be taken.	1	3	3
Skin irritation resulting from temporary (hours) bodily habitation of chicken mite/lice (warmer months)	4	1	4	Pre-activity briefing about mite/lice. Wear suitable clothing to cover head, hands, arms, legs when handling chickens. Brief participants to shower /have clothes washed promptly after activity day.	2	1	2
Disease from animal excrement/urine/ saliva or cuts resulting during lamb handling/routine bottle feeding tasks	2	3	6	Give pre-activity briefing about zoonoses (animal-human borne germs/diseases) & importance not to put hands/fingers in mouth during the activity. Place hand washing stations with anti-bacterial soap dispensers next to lambing workshop. All pupils briefed to wash hands following lamb handling/feeding.	1	3	3
Disease from animal enclosures and bedding	2	3	6	Give pre-activity briefing about water borne diseases. Animal enclosures to be regularly cleaned out and disinfected. If temporary travel enclosures are used, ensure they are disinfected between animals & uses, including carry handles. Wash hands with anti-bacterial soap after touching bedding and enclosures.	1	3	3
Continued.../							

Lymes disease (caused by tick bite working with/handling livestock)	1	3	3	Wear suitable clothing to cover arms & legs. Check regularly for ticks.	1	3	3
Injuries sustained from animal kicks/bites/pushes/horn impact whilst handling animal	2	2	4	Pre-activity briefing on animal awareness/correct handling procedures /associated behaviour when working with/handling animals. Close on session supervision.	1	2	2
Cuts/piercing of skin from lambs/goat kids suckling on fingers	4	1	4	Full safety instruction briefing given before pupils gather round sheep hurdles. 1. Not placing fingers through rungs to lambs mouths. Workshop to be equipped with First Aid Kit.	2	1	2
Injuries sustained from animal enclosures/ hurdles/cages (by either standing on/falling off, or trapping fingers etc)	2	1	2	Pre-activity briefing about safety around animal enclosures. Participants should not stand on or lean full weight on hurdle rungs or cages. Participants should not put hands or fingers through cage bars or between interconnecting hurdles. Instructors should ensure all participants hands and fingers are clear from hinges or connections before opening/closing animal enclosures.	1	1	1
Disease from bird of prey excrement/urine/ saliva	2	3	6	Give pre-activity briefing about zoonoses (animal/bird-human borne germs/diseases) & importance not to put hands/fingers in mouth during the activity. Place hand washing stations with anti-bacterial soap dispensers next to bird of prey activity zone. All pupils briefed to wash hands following bird contact.	1	3	3
Disease from contact with bird of prey meat food matter on bird chest	2	3	6	Give pre-activity briefing about zoonoses / bird borne diseases (as above) & importance not to put hands/fingers in mouth during the activity. A hand wash station is set up with anti-bacterial gel & hand drying towels. All pupils instructed to wash hands following contact with bird of prey or associated equipment.	1	3	3
Continued.../							

Injuries sustained from bird of prey talon scratches/beak peck/wing feather impact whilst stroking / looking at bird of prey	2	3	6	Bird of prey (B.O.P) held by member of G.O.T staff with leather glove. Bird feet secured by leash jesses ensuring bird cannot take off, impact child with talons/wings/beak. Children briefed to always listen very carefully to the G.O.T bird handler, who will sense by bird's physical/vocal behaviours, when it is getting restless & thus advise the child to remove their hand from stroking area. Children are seated cross legged on mats or a tarp in a 'quiet zone' circle around the G.O.T bird handler. The handler will then quietly take the bird to children & invite two children to stand up at a time. At arm's length they will stroke the bird's chest only (an area of petting the bird is familiar with). These actions minimise excessive movement of humans to bring on stress to the bird. When the children have all stroked the bird of prey, it will be placed on a 'perch log' with feet leashed to a secure fixing hoop, in the centre of the 'quiet zone'. The area between children and perching bird will be at least 1.5 metres. Children will not be allowed to get up & approach the bird from their seating position, as this will cause stress to bird, leading to squawking/wing flapping. No child, parent(s) can be allowed to WALK AROUND THE BACK OF BIRD HANDLER/B.O.P as this will spook the bird.	1	3	3
Hit by eye level branches or plants	4	3	12	Pre-activity awareness briefing of potential hazard & high level of supervision during activity.	1	3	3
Injury from tree climbing / swinging on tree branches	4	4	16	Pre-activity briefing on importance of not climbing trees/swinging on branches during club session as it is NOT PART OF THE PLANNED ACTIVITY THEME. Statement made that children are not covered by insurance in the event of serious injury.	1	3	3
Lost student	2	1	2	Clearly define area of activity and importance of not wandering off unsupervised. Regular checks on group	1	1	1
Continued,,,/							

				numbers.			
Emergency ambulance meeting point:	Main School/Staff Car Park, Front School Entrance or Landholding Car Park. Make all instructors and support instructors aware of the locations prior to activity commencement.						
Mobile Telephone Coverage:	Good						
Emergency contacts:	Ambulance 999 or 112 / Primary: School Contact Number. For all accidents that take place outside of the school grounds, contact the School's Head Teacher to follow the School's Crisis Management Plan. Secondary: The Great Out-tours – 01825 729158						
Preventative pre-session training/briefing:	Unpredictability of livestock behaviour (as living creatures) & importance of never turning back on animals when feeding/handling/moving etc. Dangers involved in using equipment should be brought to the attention of all prior to activity commencement. Biosecurity* and the important role participants play (through the exercise of pre/on visit cleaning routines) in minimising disease risks to farm's animals from potential outside sources. <i>Biosecurity= a series of management steps taken to prevent or reduce infectious disease introduction of/into a herd or flock of farm animals.</i>						

Important: No activity may be carried out where there is a 'new' risk factor of 10 or above.

Activity Assessed:- Activities near school play areas or outdoor gym equipment / paths / parking areas / crossing roads to access activity site. Assessed by :- John Brooksbank Site Location: Primary Schools & Association run landholdings						Date:- May 2025 (and before each session)	
Type of Hazard	Likelihood of Occurrence (L)	Hazard Severity (H)	Risk Factor (R)	Action to be taken to reduce risk	New likelihood of occurrence	New hazard severity	New risk factor
On approach to/within activity area - Slip/trip/fall/bodily & muscular injury from playing with/kicking & throwing school sports equipment (balls, cones, football goals / basket / net ball nets) located in after school club area	4	3	12	Pre-activity briefing on importance not to use/kick or throw balls/ rest on/climb on/jump off sports net structures / equipment. Awareness raised that outdoor sports equipment located in after school club area, is ONLY FOR USE DURING A SCHOOL DAY (WITH TEACHER SUPERVISION) & NOT FOR AFTER SCHOOL CLUB USE. A headteacher briefing to club children at commencement of each activity term, is undertaken.	1	2	2
On approach to/within activity area - Slip/trip/fall/muscular injury on School Outdoor Gym Equipment	4	4	12	Pre - activity briefing on importance not to use/rest on/climb on/jump off Outdoor Gym Equipment. Awareness raised that outdoor gym equipment is ONLY FOR USE DURING A SCHOOL DAY (WITH TEACHER SUPERVISION) & NOT FOR AFTER SCHOOL CLUB USE. A headteacher briefing to club children at commencement of each activity term, is undertaken.	1	2	2
Hit by eye level branches or plants	4	3	12	Pre-activity awareness briefing of potential hazard & high level of supervision during activity. Work in pairs to maximise branch awareness.	1	3	3
Injury from tree climbing / swinging on tree branches	4	4	16	Pre-activity briefing on importance of not climbing trees/swinging on branches during club session as it is NOT PART OF THE PLANNED ACTIVITY THEME. Statement made that children are not covered by insurance in the event of serious injury.	1	3	3
Continued.../							

Collision with moving /stationary vehicles crossing car park/roads	3	2	6	Give pre-activity traffic awareness safety briefing. Ensure drivers proceed sensibly & slowly. Supervise participants to walk around car park with instructor/support instructors at intervals & in single file to minimise contact with moving/stationary vehicles. When crossing roads, participants and staff should wear Hi-vis vests. A safe crossing place should be selected (i.e. not on a corner or between parked cars) and an instructor/support instructor should wait for a break in the traffic before moving to the middle of the road with arms spread so easily spotted by oncoming vehicles, signalling for traffic to stop. When traffic is clear/has come to a halt, other members of staff should safely lead the participants across the road. Instructor should continue to stand to side and stop traffic and wait until all participants have safely crossed before moving aside to the path.	1	2	2
Lost student	2	1	2	Clearly define area of activity and importance of not wandering off unsupervised. Regular checks on group numbers.	1	1	1
Electrical shock from mammal gnawed electrical cabling/ faulty electrical tool chargers/equipment	1	3	3	All equipment PAT tested annually. Visual inspection before use to check for exposed wire/damage to tools/equipment – do not use if equipment appears damaged. Switch off electrical equipment at socket when not in use.	1	3	3
Path/roadside retaining walls/timber structures. Stump/log slip/trip hazard	3	2	6	Awareness raised. Pre-activity briefing on importance of not jumping/climbing/walking on path side retaining walls/timber structures, standing logs/tree branches. Tools only used when sitting or stationary. Tools carried with points down.	1	2	2
Emergency ambulance meeting point:	Main School/Staff Car Park, Front School Entrance or Landholding Car Park. Make all instructors and support instructors aware of the locations prior to activity commencement.						
Mobile Telephone Coverage:	Good						

Emergency contacts:	Ambulance 999 or 112 / Primary: School Contact Number. For all accidents that take place outside of the school grounds, contact the School's Head Teacher to follow the School's Crisis Management Plan. Secondary: The Great Out-tours – 01825 729158
Preventative pre-session training/briefing:	Dangers involved in using equipment should be brought to the attention of all prior to activity commencement.

Important: No activity may be carried out where there is a 'new' risk factor of 10 or above

This form should be sent to the Health & Safety officer, The Great Out-tours, Woodside, Little London Road, Horam, Heathfield, East Sussex TN21 0BL.