

Putlake Adventure Farm

Risk Assessment 2010

Here at Putlake Adventure Farm we consider the Health and Safety of our visitor's utmost priority. We have regular checks in place to ensure that the Farm and its equipment is assessed and kept in good condition for all to enjoy.

Parent/Group Leaders are responsible for the well fare and supervision of children in their care on and around the farm, even if there is farm staff present.

Any First Aid will be the responsibility of the Parents or Group Leaders

Car Park/Farm Grounds

<i>Condition</i>	<i>Potential Hazard</i>	<i>Risk</i>	<i>Preventative Measures</i>
Uneven Surfaces	Sprains & Falls	Med	Level site. Maintained regularly removing any potential hazards.
Litter left	Sharp objects	Med	Regular checks to remove objects
Floors, paths and surfaces	Slips, Trips and Falls	Med	Regular site inspections by staff looking for any dangerous conditions.

Indoor Play Zone

<i>Condition</i>	<i>Potential Hazard</i>	<i>Risk</i>	<i>Preventative Measures</i>
<p>Behaviour Aggressive behaviour Children colliding with each other Misuse of equipment Playing at bottom of slide</p>	<p>Intimidation Impact/bruising</p>	<p>Med High</p>	<p>Covers all this section There are rules in place within the play zone, which monitors will enforce. Children with bad or dangerous behaviour will be warned and ultimately could be removed. Signs state that the Parent/Group leaders are responsible for supervision even if there is a monitor present. Some accidents are likely by nature and any measures will be taken accordingly.</p>
<p>Daily Risks Sharp edges e.g.: glasses, wire, badges</p>	<p>Cuts/bruises</p>	<p>Med</p>	<p>Any items that are not suitable to be worn in the play area will be advised and asked to remove if necessary.</p>
<p>Loss of shoes/clothing</p>	<p>Upset parents/children</p>	<p>High</p>	<p>Any items are left at own risk. Lost property box is provided near entrance.</p>
<p>Dirty/wet surfaces Soiling/transferable bacteria</p>	<p>Slipping/infection</p>	<p>Low</p>	<p>A monitor will regularly check for any accidents and will clean with anti bacterial wash. Area will be sealed off until clean.</p>
<p>Play frame Wear and Tear</p>	<p>Injury</p>	<p>Med</p>	<p>Regular inspections are made of play equipment by staff looking for any damage or dangerous conditions, any faults are reported and suitable arrangements are made for repair. There is an annual rospa inspection on which a certificate is guaranteed</p>
<p>Netting</p>	<p>Entanglement</p>	<p>Low</p>	<p>Periodic checks to maintain safety.</p>

Indoor Play Zone continued

<i>Condition</i>	<i>Potential Hazard</i>	<i>Risk</i>	<i>Preventative Measures</i>
Ball Pool			
Padding around edging worn	Knocks/bruises	Low	Regular inspection replaced if worn
Lost Objects	Cuts /bruises	Med	Regular checks for debris, removed if found.
Damaged balls	Cuts	Med	Regular checks for damaged balls, removed if found. Balls cleaned and disinfected every 6 months.
Balls thrown	Knocks/bruises	High	Monitor watching regularly for such behaviour and verbal warning given.

Tractor Trailer Rides

<i>Condition</i>	<i>Potential Hazard</i>	<i>Risk</i>	<i>Preventative measures</i>
Stepping of the edge of trailer	Cuts/bruises/breaks	Med	Safety chains covering exit. Verbal warning. Exit supervised by adult.
Tripping on steps	Cuts/bruises/breaks	High	Railings for support, supervision standing by.
Straw bales becoming worn	Trapped fingers	Low	Regular checks and replaced if worn.
Rough edges on metal work	Cuts	Low	Regular maintenance checks repaired if needed.
Falling off moving trailer	Cuts/bruises/breaks	Med	Safety advice given before setting off. Constant reminders. Safety gate in place.
Hitting of chins on side of trailer	Cuts/bruises	Med	Driver will not move until all persons are sat down. Verbal warning will be given.
Waiting public	Crushing	Low	Segregation area for waiting public.

Outdoor Barns including Bottle Feeding

<i>Condition</i>	<i>Potential Hazard</i>	<i>Risk</i>	<i>Preventative Measures</i>
Public grooming/Animal handling	Nips or bites/scratches/kicked Knocked over	Med	Warnings are given to adults and children before each session on what to do and not to do also what signs to look out for. Children are not allowed to use any of the equipment. Feeding from hands is allowed but warnings are given to not put hands or fingers in animal's mouths. Supervision by staff during handling sessions. Any animals showing aggressive behaviour are removed from site. Any cuts are washed with antibacterial wash.
Cleaning equipment left out	Falling/tripping	Low	All cleaning equipment locked in secure area.
Children falling off benches during feeding time	Breaks/bruises	Med	Adult support during handling and feeding. Verbal instructions to prevent risks.
Gates/fencing around pens, children falling	Falling	Med	Signs situated on fencing to prevent climbing. Robust fencing around enclosures.
Ingestion of germs from handling food or animals	Infection	High	Hand washing facilities with antibacterial soap is provided and verbal warnings are given to everybody to wash hands after touching any animals.
Fresh animal droppings	Infection/slipping	Low	Any droppings in yard are cleared immediately and area washed down. Regular mucking out is done to avoid any build up of manure.
Animal Movement around farm	Tripping/knocking	Low	Staff to supervise any movement. Public are not allowed to lead any animals. Warnings are given so people can keep a safe distance.
Allergies to the environment	Dizziness/rashes/difficultly breathing	Med/High	Teachers/Leaders should be aware of any allergies; the child must be removed from the situation and treated accordingly to their history.

Outdoor Barns continued

<i>Condition</i>	<i>Potential Hazard</i>	<i>Risk</i>	<i>Preventative Measures</i>
Transferable diseases	Infection	Med	Animals showing ill health are removed from public access. All animals are vaccinated Public warned about washing hands. Site is kept clean Eating not recommended in animal barn. Warning signs for pregnant ladies on areas/animals to avoid.
Storage of animal feeds	Ingestion	Low	Animal feed is kept in a secure area only accessed by staff.
Animals/children becoming trapped or crushed by falling bales	Bruising/crushing	Med	Bales only stored in barns during winter months, regular checks done for any problem bales.
Rough/damaged fencing	Cuts	Low	Daily visual checks fixed when needed.
Avian Bird Flu	Infection	Low	Follow all Defra procedures.
Fire Hazard e.g. straw/hay	Burns	Low	No smoking area, Fire exits, water or extinguishers nearby.
Pony Rides			
Animal Handling	Bites/kicks/knocks	Med	Staff will supervise and verbal instructions will be given.
Falling from pony	Cuts/bruises/breaks	Med	Staff will supervise at all times. Safety helmets will be worn at all times. Staff will protect child from behind to prevent movement.
Waiting children hurt	Kicked/knocked	Low	Verbal instructions will be given to children to remain seated until asked to move for their turn. Constant warnings given to children or move around.

Coin Operated Bikes and Cars

<i>Condition</i>	<i>Potential Hazard</i>	<i>Risk</i>	<i>Preventative Measures</i>
Moving parts worn or broken	Trapped Fingers/cuts/crushing	Med	Regular staff inspections looking for damage or dangerous conditions.
Feet trapped under vehicles	Bruising/crushing	Med/High	Children advised to stay off designated track
Impact from other vehicles	Bruising/cuts/knocks	Med/High	Signs stating no bumping or pushing. Signs stating parents have sole responsibility for children.
Falling off vehicles	Bruising/cuts	Low	Sitting is enclosed on vehicles to prevent falling Parental supervision advised at all times.
Track	Cuts/scrapes	Low	Side barriers to control route. Visual checks made of track for any debris, cleared if needed.

Sandpit/Sand Cranes

<i>Condition</i>	<i>Potential Hazard</i>	<i>Risk</i>	<i>Preventative Measure</i>
Sand being thrown	Going into eyes and mouths	Med/High	Parental supervision advised. If seen by member staff verbal warning will be given.
Trapped Fingers	Cuts/loss of nails/crushing	Med	Parental supervision advised.
Falling from cranes	Bruising/scrapes	Low	Parental supervision for young children advised. Cranes are at a low level cushioned by sand.
Fencing Worn	Cuts/splinters	Low	Regular visual checks repaired when required.

Trampolines

<i>Condition</i>	<i>Potential Hazard</i>	<i>Risk</i>	<i>Preventative Measures</i>
Falling	Cuts/bruises	Med	All trampolines have been lowered. Situated on grassed areas.
Trapped Limbs	Twist/cuts/bruises	Low	All sides are covered with plastic material.

Outdoor Play Area

<i>Condition</i>	<i>Potential Hazard</i>	<i>Risk</i>	<i>Preventative Measures</i>
Edges/corners worn or sharp	Knocks/splinters	Med	Regular inspection plus visual checks by staff for any damage or dangerous conditions. Parental Supervision.
Slipping on steps	Cuts/bruises	Med	Parental supervision advised. Caution when wet.
Ropes for climbing damaged	Falling/burns	Med	Regular inspections. Replaced if needed.
Falling from climbing frame	Cuts/knocks/bruises	High	Play bark surfaces surround climbing frame to minimum depth requirement.

Poppy Tea Rooms

<i>Condition</i>	<i>Potential Hazard</i>	<i>Risk</i>	<i>Preventative Measures</i>
Food Contamination	Poisoning	High	Regular Cleaning and disinfecting of Tea Rooms and Kitchen surfaces including tables. Strict Tea Room hygiene rules in place. Checks on operation of chilling equipment. Regular inspections by Environmental Health. All staff working in kitchen received food hygiene training. Anti bacterial hand wash in place for staff.
Food Servery	Burns	Med	All hot food carried by staff public are warned. Hot drinks are served in appropriate cups and carried on trays. All areas wipe down with anti bacterial wash.
Wet Floor	Slipping	High	Any spillages cleaned at once and wet floor notice put in place when necessary.
Possible sharp/ protruding edging	Knocks/injuries	Low	Visual checks and make safe if required.
Unstable stock/stacking	Falling	Low	Re arrange to safer position.

General

<i>Condition</i>	<i>Potential Hazard</i>	<i>Risk</i>	<i>Preventative Measures</i>
Outside Dry stone walls	Falling stones/crushing	Med	Signs stating to be careful and no climbing allowed.
Wet paths and banks	Slipping	High	Higher risk during winter months, caution should be taken in wet weather.
Fire Smoking	Fire especially in dry conditions	Med	Designated smoking areas. Sand buckets provided.
Electrical fire		Low	All electrical equipment tested regularly. Regular fire safety inspection undertaken by staff. Emergency procedures developed.
Emergency Arrangements		Low	Fire extinguishers placed throughout the farm, regularly checked. Adequate fire signage Adequate means of escape Regular fire safety checks carried out by staff Emergency procedures in place.
First Aid On site first aid			We do not provide a first aid kit for the public to use so you must ensure to bring your own with a first aider. We are not allowed to administer first aid.
Other Emergencies Missing Children		Low	Employees are in continual contact to assist. Missing person's procedure in place.
Escaped animals		Low	Staff are in continual contact Escaped animals procedure in place.
Electrical risk	Electrocution	Low	All electrical point covered and regularly checked.

Bouncy Castle

<i>Condition</i>	<i>Potential Hazard</i>	<i>Risk</i>	<i>Preventative measures</i>
Movement of Bouncy Castle	Falling, knocks, bruises	Low	Anchor points to the wall and floor tie down bouncy castle securely.
Tripping on external ropes	Tripping, knocks, bruises, grazes	Med	All ropes are tied towards the back of the castle away from main play area.
Slipping on edge	Falling, bruises	Med	Ground covered by rubber mating to absorb impact.
Self induced damage	Knocks, bruises, cuts, falling	Med	Height restriction signs in place to be enforced by parents. Parental supervision notices in place. Regular checks made by staff, any child found misusing the equipment will be removed.
Tripping on mating	Grazes, bruises	Med	Parental supervision advised.
Mains lead & Fan	Burns, shocks	Low	All equipment is boxed in so the public cannot touch it. All wires are out of sight. BS Approved.