

FOREST SCHOOLS - ORCHARD PRIMARY SCHOOL

GENERAL WELFARE & WEATHER RISK ASSESSMENT



ASSESSORS: FIONA SHIELDS & RACHEL DAFT

DATE: 09/25

REVIEW DATE: 09/26

	HAZARD	PERSONS AT RISK	EXISTING PREVENTATIVE MEASURES	PROBABILITY (P) 1-5	SEVERITY (S) 1-5	RATING (P) X (S) 1-25	WHAT MEASURES NEED TO BE TAKEN	BY WHO
1	Weather	The group and leaders	LEADERS: LA, KK OR KS to be aware of daily weather report before beginning activities and will choose to cancel a session if deemed unsafe for learners and leaders.	3	1	3	Make the group, leaders and parents aware of the actions and procedures on bad weather.	FS, RD & LEADER S: LA, KK OR KS
2	High Winds	The group and leaders	Groups will not use areas of woodland/trees on site when the wind is high.	2	4	8	LEADERS: LA, KK OR KS to make a site assessment prior to all sessions and record hazard and actions to be taken.	FS, RD & LEADER S: LA, KK OR KS
3	Inappropriate footwear or clothing	The group and leaders	Parents and learners are advised of appropriate footwear and clothing in advance of the sessions. Where possible we will try and lend extra clothing. Where this is not possible parents are advised the learner will not be able to participate in the session.	4	2	8	Any learner or participating adult without the appropriate clothing and/or footwear will not be able to participate in the session.	FS, RD & LEADER S: LA, KK OR KS
4	General health & welfare	The group and leaders	LEADERS: LA, KK OR KS to make children and parents aware of the 'Forest School Talks' and hold them to account. LEADERS: LA, KK OR KS to ensure adequate food/drink breaks (water bottles and snacks/fruit to be brought outside each session). LEADERS: LA, KK OR KS to exercise excellent group management. LEADERS: LA, KK OR KS to check all children have been advised to go to the toilet before sessions starts. LEADERS: LA, KK OR KS to ensure all children and adults wash hands or use hand sanitiser before and after all activities.	1	4	4	Ensure all medical info about food/drink and allergies correctly identified. Children let LEADERS: LA, KK OR KS know they need toilet, put name on board. LEADERS: LA, KK OR KS to monitor.	FS, RD & LEADER S: LA, KK OR KS

FOREST SCHOOLS - ORCHARD PRIMARY SCHOOL

5	Sun	The group and leaders	Teachers, parents/guardians and children will be advised to bring sun cream, hats and glasses. They will be advised to wear a thin layer that covers arm/legs from exposure. Leader to ensure children have regular breaks in shady areas (shelters/under trees etc). Class teacher to bring out box with children's water bottles.	3	2	6	Group will be advised to wear appropriate clothing, hats and sun protection. Knowledge of shady areas to have breaks.	FS, RD & LEADER S: LA, KK OR KS
6	Medical Problem	The group & leaders	The leader ensures that they are aware of any medical conditions and allergies for the group prior to the sessions (information in office and class register folder). A parent mail will be sent to parents prior to sessions commencing. Ensure Leader is aware of any medical conditions/allergies with other leaders and parent helpers before the sessions.	2	3	6	The leader will keep a copy of the medical conditions/allergies at all times. Leader to carry red tag on backpack at all times. All adults in the office, Forest Schools and children to be made aware of this (red triangle tag) PLEASE COME TO FOREST AREA EMERGENCY!	FS, RD & LEADER S: LA, KK OR KS
7	Accident or health problem occurring	The group and leaders	All leaders are St John's Ambulance first aid trained. LEADERS: LA, KK OR KS will carry Forest School First Aid and Burns Kits. LEADERS: LA, KK OR KS to carry mobile phone to contact emergency services and/or alert office staff. LEADERS: LA, KK OR KS to carry medical information.	2	4	8	LEADERS: LA, KK OR KS will take control of any accident/health situations. Class teacher to look after the remainder of the class. Other staff to liaise with LEADERS: LA, KK OR KS and support her until more help arrives. Ensure a minimum of 2 adults present during sessions.	FS, RD & LEADER S: LA, KK OR KS