

# Risk Assessment (Auchmuty High School visit to Falkland Estate)

**Activity/Event:** Auchmuty High School

Assess the risk	Likely	Possible	Improbable
Fatal	High	High	Med
Major injury/disease	High	Med	Low
Minor injury/disease	Med	Med	Low

**Dates of Activity/Event:** 7thMarch (9.30-12.30)

What and where are the hazards?	Who might be harmed and how?	Risk	What action will you take to minimise the risk? (Control Measures)	Residual Risk	Actioned by
Fire (uncontrolled..)	Staff / pupils Burns, smoke inhalation	H	<ul style="list-style-type: none"> <li>Fire safety briefing</li> <li>No students to add material to the fire</li> <li>Designated exclusion area around fire (marked with sticks or with the fire guard indoors)</li> </ul>	L	TO'L
Contact with angry and aggressive individuals	Staff/Participants/pupils  Violence and aggression	M	<ul style="list-style-type: none"> <li>No lone working</li> <li>Remove yourself from situation if possible</li> <li>Call Police Scotland</li> <li>First aid kit</li> </ul>	L	TO'L
Trip hazards, rough terrain, icy, slippery patches	Staff/Participants/volunteers harmed by bumps, bruises, grazes, broken bones and cuts.	L	Warn group to be careful and watch their feet. Ensure logs are tidy around the fire	L	TOL
Windblown trees, fallen trees, hung up branches	Staff and teachers hurt by branches, resulting in cuts, broken bones and injury.		Site inspection before activity Site route identified and changed if required		
Extreme weather exposure Cold/Heat exposure	Staff/Teachers  Hypothermia/heat exhaustion	M	<ul style="list-style-type: none"> <li>Check weather forecast prior to events</li> <li>Wear appropriate clothing for weather conditions, e.g. sun hat, long sleeves, warm jackets etc</li> <li>Use sun cream if required</li> <li>First Aid kits</li> <li>Staff &amp; pupils informed of requirements</li> <li>Spare clothing</li> </ul>	L	TO'L/
Aggressive Dogs	Staff/Teachers  Bites, scratches	M	<ul style="list-style-type: none"> <li>No lone working</li> <li>Remove yourself from situation if possible/back away maintaining eye contact</li> <li>Call Police Scotland</li> <li>First aid kit</li> </ul>	L	TO'L
Unsuitable clothing	Cold, Damp, injury	M	<ul style="list-style-type: none"> <li>Spare boiler suits offered.</li> <li>Spare clothing/footwear offered</li> </ul>	L	TO'L/
Child Protection (use of toilet facilities)	Teachers/Staff/pupils child abuse		<ul style="list-style-type: none"> <li>Toilets are situated in the workshop building. Students using toilet facilities to be accompanied by a teacher/school staff.</li> </ul>		TO'L
Tick bites Hand Hygiene	Staff/Volunteers/pupils  Lyme disease  infection	M	<ul style="list-style-type: none"> <li>Use insect repellents such as Smidge that Midge</li> <li>Tuck trousers into boots and socks</li> <li>Check body after working outdoors</li> <li>Remove ticks using the prescribed method</li> <li>If you notice a small red ring on yourself after a tick has fallen off go to the Dr's right away and seek treatment</li> </ul>	L	TO'L

Tick bites Hand Hygiene	Staff/Volunteers/pupils  Lyme disease  infection	M	<ul style="list-style-type: none"> <li>• Use insect repellents such as Smidge that Midge</li> <li>• Tuck trousers into boots and socks</li> <li>• Check body after working outdoors</li> <li>• Remove ticks using the prescribed method</li> <li>• If you notice a small red ring on yourself after a tick has fallen off go to the Dr's right away and seek treatment</li> <li>• First Aid kits</li> <li>• Rub hands thoroughly with antibacterial soap</li> <li>• Use antibacterial soap and wipes to clean hands before eating</li> <li>•</li> <li>• Use gloves provided where practical</li> <li>• Briefing to staff prior to activity</li> </ul>	L	TO'L
Excessive physical exercise	Staff/volunteers/pupils  Exhaustion resulting in cardiac arrest	L	<ul style="list-style-type: none"> <li>• Participants must not over exert themselves</li> <li>• Potential health issues which may restrict their ability to undertake physical activities must be notified to Project director</li> </ul>	L	TO'L/
Boiling water spillage at Stables	Staff/volunteer/pupils  Scalds and burns	M	<ul style="list-style-type: none"> <li>• Store water in closed flasks</li> <li>• Flasks stored upright</li> <li>• Only staff to distribute water</li> </ul>	L	TO'L
Staff & Pupils lost or separated from the group	Staff/volunteer/pupils Risk of injury	L	<ul style="list-style-type: none"> <li>• Ensure supervising staff competence and understand their roles</li> <li>• Sufficient supervision</li> <li>• Plan and use suitable group control measures</li> <li>• Split group into smaller groups</li> <li>• Discuss logistics of the day with pupils</li> <li>• Briefing on what to do if separated</li> <li>• Headcounts</li> </ul>	L	
Illness or injury	Staff/volunteer/pupils	L	<ul style="list-style-type: none"> <li>• First Aid Cover</li> <li>• Leader to know how to contact emergency services</li> <li>• Awareness of medical conditions</li> <li>• First Aid kit carried</li> <li>• Mobile phone carried</li> <li>• Vehicle on site</li> <li>• Emergency contact carried by staff</li> <li>•</li> </ul>	L	
Special needs of specific	Pupils and staff	L	<ul style="list-style-type: none"> <li>• Obtain info from parents /carers</li> <li>• Individual Risk Assessment and additional staffing</li> </ul>	L	
Allergic reaction to essential oils	Pupils and staff	M/H	<ul style="list-style-type: none"> <li>• Briefing to group before the workshop to ensure that no-one</li> </ul>	L	TOL, Rebecca

<b>First aid provision</b>	First aider(s) on site: Jason Hynes, Teacher plus Support teacher Auchmuty HighSchool. First aid kit & accident report book located: Centre for Stewardship at the Stables
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<b>Other policy or procedure/ Relevant safety guides</b>
<p>Health and Safety at Work etc Act 1974</p> <p>Management of Health and Safety at Work Regulations 1999</p> <p>Provision and Use of Work Equipment Regulations 1998</p> <p>Control of Substances Hazardous to Health Regulations 2002</p> <p>Manual Handling Regulations 1992</p>

	<b>Assessment prepared by:</b>	<b>Assessment agreed by:</b>
<b>Name</b>	Tara O'Leary	Caroline Collie
<b>Signature</b>	Tara O'Leary	

