



# **Poppyfield**

Primary Academy

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### **Risk Assessment form for Forest School Site**

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Description of the site: Area is owned by Poppyfield Primary Academy and is within their school grounds surrounded by high fences and gates. The site is used by the school and pre-school. Large fauna cannot access the area, however smaller fauna such as cats, hedgehogs, foxes and rabbits can enter. The site is a mixture of flora including ferns, bramble and nettles. There is no access for vehicles into the woodland area. The area has no running, still or boggy water sections.

	<b>Hazard</b>	<b>Harm</b>	<b>People at risk</b>	<b>Existing measures / new measures</b>	<b>Who will do it? When?</b>
1	Nettles and brambles	Stinging	All	Make children aware, clear pathways and main play areas. Children to wear long trousers.	Forest Leader - prior to visit
2	Berried flora	Poisoning	Children	Inform all children not to pick or eat berries. Wash hands before eating.	Forest Leader - on visit
3	Tree roots and stumps	Tripping	All	Inform all to take care in woods, clear walkways of bramble roots.	All - on visit
4	Tree branches	Branches falling, children falling.	All	Pre-visit & continuous risk check, remove hanging dead wood. Remind children of risks.	Forest Leader - prior to & on visit.
5	Sticks	Hitting	Children	Inform children of rules, use a stick no longer than your arm, no hitting.	Forest Leader - on visit
6	Faeces	Contamination	All	Pre-visit & continuous risk check, remove and discard safely.	Forest Leader - prior to & on visit.
7	Debris / rubbish	Glass, drug use, metals.	All	Pre-visit & continuous risk check, ask children not to pick up rubbish, inform an adult if they find something, adult to remove safely.	Forest Leader - prior to & on visit.
8	Fire	Burns, out of control.	All	<i>*separate risk assessment for activity is available in handbook</i> , trained staff present at all times, safety procedures followed.	Forest Leader - prior to & on visit.
9	Perimeter fence & gates	Escape of children	Children	Ensure all gates are closed and main gates are locked.	All - on visit
10	Mushrooms and fungi	Poisoning	All	Inform all children and adults to look only, no touching.	Forest Leader - on visit
11	Bees, wasps, adders.	Stings and bites	All	Check area for nests, avoid contact, first aider always on site, seek medical aid (999) if anaphylactic shock or adder bite are present.	all - on visit

	Hazard	Harm	People at risk	Existing measures / new measures	Who will do it? When?
12	tools	cuts, grazes, amputation.	All	Tools stored away from premises, used on a one to one basis, <i>*separate risk assessment for each tool available in Forest School handbook</i> , strict supervision, correct use of tools.	All - on visit
13	Boundaries	Escapees	Children	Children informed of boundaries, staff supervise the boundary.	All - on visit
14	Ropes and swings	Falls	Children	Check quality of ropes & knots. first aider on site at all times.	All - on visit
15	Trees	Falls	Children	First aider on site at all times, support children to manage their own risks.	All - on visit

### Emergency Arrangements

**Serious Accident:** Seek additional adult help, provide first aid, call ambulance 999, inform parents (next of kin). Return all other children into the classroom, keep them calm, read stories, sing songs etc. Write up accident report form, inform HSE, assess risk assessment and make new adjustments for future.

**Minor Accident:** Provide first aid, complete accident report form, inform parents (carer), assess risk assessment and make adjustments for future.

**Weather change:** Make dynamic risk assessment, seek shelter or return to classroom.

### Safety Advice

**Clothing:** long trousers and long sleeves, warm clothing in cold weather, waterproof clothing in wet weather. Safety gauntlets at fire, work wear gloves for using tools and collecting rubbish. Spare clothing available in the classroom for emergencies.

**Communications:** mobile phone or walkie talkies, member of staff to use land line in classroom.

**First Aid:** woodland first aid kit to be taken for each visit.

**Food and Drink:** wash hands before eating, sit for eating and drinking, take snack and drink for full sessions, take cups, wet wipes and kitchen roll.

**Children's safety advice:** remind children of rules being outside.

**Staff safety advice:** Staff to discuss any worries before entering the site before each session and decide if it is safe to enter as a team. Consider weather, environment, state of site etc.

### Further Comments

The overall hazard rating for the site is low as long as health and safety guidelines are followed.

Signature	Role	Date
	Forest School Leader	
	Health & Safety Officer	