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| **GENERIC RISK ASSESSMENT FOR SCHOOL VISIT/ACTIVITY**  **OUTDOOR LEARNING** | | http://www2.dragndropbuilder.com/weebly/uploads/3/1/6/9/3169535/1350051950.png |
| **LOCATION OF VISIT**  **Courteenhall Estate, Northamptonshire, NN72QD** | **ACTIVITY**  **Varied** |
| **ASSESSMENT CARRIED OUT BY**  **Alex Preston: 07510 075644**  **Estate Office: 01604 659222** | **DATE**  **Updated June 2023** |
| **GENERIC BENEFITS/ LEARNING OUTCOMES**  **- learning outside the classroom raises educational standards,**  **- it makes a powerful contribution to curriculum aims,**  **- outdoor activity helps to address health problems and enhances wellbeing,**  **- it offers for many their first real contact with the natural environment,**  **- it builds cross-cultural understanding and can change communities,**  **- it helps to reduce anti-social behaviour, crime and disengagement from education,**  **- it helps young people to manage risk and encourages them to welcome challenge.**  **- Children will be able to recognise plants and animals, and know the associated danger.**  **- Children will be learning skills associated with TRYING, RESILIENCE, UNDERSTANDING, SELF-REGULATION, TEAMWORKING**  **-Children will be encouraged to form their own risk assessments** | | |
| **This specific risk assessment identifies the common hazards and control measures associated with this type of visit or activity. Before undertaking the activities schools must also make an assessment of any specific risks associated with their particular visit including travel, supervision, accommodation, sites, activities and pupils (both group and individual)**  **As part of the pedagogy of the programmes at NLL, we teach:**   * **children to conduct their own risk assessments and to share with the group.** * **‘Safe Stops’- where leaders deliver safety instructions and behaviour expectations including boundaries relating to environment, what to do and possible risks.** * **That if staff cannot keep children safe because they are not following instructions, then more risky activities will not take place such as visiting the lake or lighting a fire** * **Handwashing is essential at every transition point**   **All activities and visits are subject to on-going dynamic risk assessment by competent leaders who will react appropriately to local conditions.**  **Courteenhall is a working Estate, with an endless variety of activities taking part all year round.**  **The Estate hosts a variety of events including shooting. These take part well away from the areas used by New Leaf Learning, guns are managed by licensed users, and are deactivated and kept safe and secure when not in use.  Guns are locked away at all other times.** | | | |

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| **HAZARD** | **WHOM MIGHT BE HARMED** | **RISK**  **(WHAT HARM MIGHT BE CAUSED)** | **INITIAL RISK RATING** | **CONTROL MEASURES** | **FINAL RISK RATING** |
| Electric heaters in grammar school | Staff and pupils | Burn due to touch | Moderate | * Explanation to children to be aware, keep a safe distance and not touch | Low |
| Water hazards whilst walking (also see specific water assessment conducted with Plumsun July 2021, re-evaluated June 2023 | Staff and pupils | Injury, drowning Death | Moderate | * Leader is experienced of walking terrain and in leading groups. Route researched and pre-walked – significant hazards (water hazards transport links etc.) avoided or carefully assessed. * Leader is sufficiently competent in navigation skills to identify position in the event of an emergency and to make reasoned judgements regarding alternate routes. * Weather forecast obtained and conditions monitored, route amended if necessary. * Plan B in place. * Group suitably briefed regarding hazards. * Access to jetty restricted to 2 children to 1 adult * Must be lying on chest if leaning into the water for activities such as pond dipping | Low |
| Falls | Staff and pupils | muscle damage and breaks to limbs,  bangs to head | Moderate | * Leader is experienced of walking terrain and in leading groups. Route researched and pre-walked * Risks identified as dynamic RA | Low |
| Getting lost or losing member of group. | Staff and Pupils | Loss of pupil,  Accident | Low | * All activities based at Courteenhall Estate. * Leader has sufficient navigation and group leadership skills. * Pupils operate ‘buddy system’. Group leader undertakes headcounts especially when leaving a hazard. E.g. a lake side * Group size risk assessed (max 7). * Large groups are split into smaller groups each with a competent leader. | Low |
| Animal Contact | Staff and Pupils | Injury, trauma,  Death. | High | * There are several dogs around the Estate, which are trained and always with their owners. Children who are nervous of dogs will be kept aside from the group and will have an adult to support co-regulation and as appropriate mentor. * Children will receive safety training before approaching any animals eg flat hand, fingers together, only with permission * Regular and frequent hand cleaning with hot water and soap will be supervised * Brief group instruction about dangers of infection from animal faeces (E coli). And preventative measures. * Leader will have a supply of wet wipes, antiseptic hand gel and water for additional cleaning of hands. * Avoid contact injury from large animals: * Group will avoid the cows/bull in the field at all times, they will not enter the field when the cows are in calf or when there are new calves. * Move party as a large group against boundary fence if animals in field cannot be avoided, alternatively take another route if required. * Be aware of pupils allergic to bee and wasp stings, Epipens will be held by adults who are accompanying the children from their own school. Medications will be discussed with lead teacher prior to visit * \*External schools will ensure correct medication is in place and that all staff are aware of allergies.\* * Have mobile phone but be aware that coverage is ‘patchy’. | Low |
| Traffic | Staff, pupils ,other road users | Injury, trauma, death. | High | * All activity within Courteenhall Estate, not on public roads. * Children told to shout the name of the vehicle to alert the group, and all to move to the grass if a vehicle approaches, and wait for it to pass. * There is a range of farm traffic moving within the estate, children and staff to be made aware that they may not be visible to someone driving a machine/tractor, so must stay right out of the way. * Instil good road discipline in party –single file, facing on coming traffic, except when rounding a bend when the group should move to the outside. * Careful when crossing road with party * Leaders will warn group members of oncoming traffic and give instructions to the group to move onto the grass verge if appropriate. * Roads will be crossed only at safe locations where visibility is clear and sufficient time is available to cross * Regular ‘Safety stops’ to talk about risks identified dynamically | Low |
| Branches at eye level – poking in eye | Staff, pupils | injury | Low | * Courteenhall staff will maintain trees. * NLL staff will assess trees for loose branches before activities beneath the trees and will carry secateurs at all times. * Children are warned of low level hazards and NLL staff to trim back pathways during daily dynamic RA * Children are reminded to be aware of proximity to other people when carrying sticks and branches. * Children advised not to throw sticks into the lake. | Low |
| Nettles – stinging | Staff, pupils | injury | Low | * Children will be advised to wear long trousers. Children are reminded of what a nettle looks like, and of doc leaves * Children will be able to recognise them and know the associated danger. * NLL Staff to carry secateurs to remove unwanted plants. | Low |
| Stumps, branches on floor, log piles and other low level slip/trip/fall | Staff, pupils | Injury | Low | * Advise children to keep a look out for where they walk when in the woodland. * Children often use stumps/branches as part of their den building. | Low |
| Splinters | Staff, pupils | Injury | Low | * Advise children not to rub hands along wooden surfaces and play items. | Low |
| Wildlife – bites, scratches, ticks | Staff, pupils | injury | Low | * Children are advised to keep away from squirrels, appropriate kit available in the first aid kit. * Children are advised to stay calm and still if an insect approaches | Low |
| Sunburn/Heat Stroke/Dehydration – long term exposure to heat on very warm days | Staff, pupils | injury | Medium | * Children have access to their water bottles if required. There are shaded areas in the woodland and areas undercover so NLL staff will move children to these areas if concerned. Parents/carers are asked to send children with sun cream and a hat. | Low |
| Fungi – poisoning | Staff, pupils | poisoning, death | Medium | * Inform children and adults of the fungi rules – no touching * ID pictures are available as well as identification app on the NLL Phone, however NLL staff are not experts in fungi * Once varieties are identified by the leader, educate the children about these types of fungi. Children are reminded of the ‘Don’t know? Don’t touch’ rule and the Not sure? Leave it alone’ rule. | Medium |
| Insects – stings, bites, phobia and/or allergies Inc. anaphylactic | Staff, pupils | Anaphalaxis | Medium | * NLL staff to know of specific issues or allergies regarding insects. * First Aid kit to contain non-alcohol sterile wipes. * External schoNLL staff to ensure that any child with an Epi Pen or similar has it with them for each session. * Tweezers will be kept in First Aid bag. | Low |
| Mud-slips trips and falls | Staff, pupils | injury | Medium | * Warn children of the dangers of being in muddy areas and ensure that they only dig from designated areas and not from the path. Children will clean hands at every opportunity. | Low |
| Pond – Drowning, Death (\*see also specific water RA) | Staff, pupils | drowning | High | * The pond area can only be used with adult supervision. * Carp pond will be supervised and children instructed to stay on gravel. * Pond dipping-see RA * Available to staff and schools via website: ‘Group safety at Water Margins-national guidance’ | Medium |
| Trees – Branch falls, tree falls | Staff, pupils | injury, death | High | NLL staff to monitor the trees on the day of trip and report any concerns or issues to site staff as necessary. Any area of concern shall be cordoned off and all staff and children to be made aware.   * The decaying ash at the lower end of the Arboretum is out of bounds. * Youngs wooded area to be used, which is maintained-dead branches removed by site/NLL staff. | Medium |
| Walk around site-farm equipment and stores | Staff, pupils | injury, death | High | * Children to be supervised at all times on the site. * NLL staff to monitor transition between venues. Stay mid-path, instruct children not to touch anything at the sides, report any concerns or issues to site staff as necessary. * Any area of concern -staff and children to be made aware. * Harmful plants removed by NLL staff. * Children instructed to be mindful of traffic, and to move to the side * No children under 13 years will be allowed to climb on any farm machinery. | Medium |

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| Pony and Trap  Injury from trap |  | hit by moving trap  falling off trap | medium | * Trap is maintained by the owner, who is trained and competent. * Ensure that the break is on when stationery * One adult to accompany a maximum of 3 children, with the driver and one more adult in passenger seat. * Children instructed on safe use of the trap, including behaviour expectations. * Children to be seated at all times, when the trap is in motion | Low |
| Injury from pony | children  staff | bite from pony  kick from pony  crushed by pony | medium | * Pony is looked after by owner, who is trained and competent * The pony is known to be of a calm disposition. * Ensure the children and staff keep a safe distance. * Children always to be accompanied by an adult when near the pony. * Children told to feed the pony with a flat hand. * Children told to be calm and not make sudden jolts around the pony. * Children told not to stand behind the pony * Children will only be near the pony in open air (not near a wall or vehicle) | Low |

***Specific activities***

**Activity: Playing games**

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| **Hazard** | **Level of risk** | **Action proposed** | **New level of risk** | **Skill/Benefit** |
| Running and tripping e.g. over fallen branches, tree stumps – grazes, falls, twisted ankle, etc. | Medium | * Restrict game area to zone with no trip hazard. * Children to wear well-fitting and sturdy shoes for the session. | Low | Team work, communication, fun. |
| Tripping if blindfolded – grazes, falls, twisted ankle etc. | Medium | * Game rules to be explained. Use a safe zone with no trip hazards for the game. Make sure children are guided correctly and children who have a fear of using a blindfold or have sensory impairment be offered the choice to use/not use. | Low | Team work, communication, fun. |

**Activity: Muddy play**

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| **Hazard** | **Level of risk** | **Action proposed** | **New level of risk** | **Skill/Benefit** |
| Ingestion of harmful material – choking, vomiting, stomach complaints | High | * NLL staff to reiterate each session that the mud or other matter is not to be eaten and hands will be washed following muddy play activities. | Low | Role play, communication, creative play, imagination, cooking skills. |
| Infection -Mud infecting pre-existing open wounds | Medium | * NLL staff to provide a plaster to cover any open cuts/grazes during the session and hands will be washed afterwards. | Low | Role play, communication, creative play, imagination, cooking skills. |

**Activity: Arts and Craft activities**

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| **Hazard** | **Level of risk** | **Action proposed** | **New level of risk** | **Skill/Benefit** |
| Cuts/Grazes from materials and tools such as scissors, paper, wire and cardboard. | Low | * Children will use age appropriate equipment and all equipment used in accordance with manufacturers safety guidelines * Sawing activities will be 1:1, with metal gloves worn | Low | Creativity, imaginative play. |
| Ingestion of harmful substance/small objects such as beads/sequins/acorns/hazelnuts – choking and/or allergic reaction | Medium | * NLL staff to remind children not to put any materials in their mouth and adult supervision will be required. | Low | Creativity, imaginative play. |

**Activity: Bug Hunts, Worm Charming, Bird Watching and other observational activities such as Scavenger Hunts.**

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| **Hazard** | **Level of risk** | **Action proposed** | **New level of risk** | **Skill/Benefit** |
| Slip, Trips and Falls – walking through woodland | Low | * Children are to wear sturdy stout shoes. NLL staff to remind children that observation skills need also be about their own walking route. | Low | Self-awareness, observation skills, identification, team building and communication. |
| Ingestion of harmful substance – eating the insects | Medium | * NLL staff to remind children not to put any materials in their mouth and adult supervision will be required. Wash hands frequently. | Low | Self-awareness, observation skills, identification, team building and communication. |

**Activity: Den/Shelter Building and Loose Parts/Construction Zone play**

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| **Hazard** | **Level of risk** | **Action proposed** | **New level of risk** | **Skill/Benefit** |
| Struck by fallen object – branch/log fall on head/body | High | * Children are reminded that branches/logs must be supported by a tree, ideally using a Y shaped tree as support. * Children are reminded that all branches need to be as secure as possible. * NLL staff to remind all children about the need to be mindful of where they stand in relation to the branches/logs. * Adult to check stability before children go into structure. | Medium | Team building, communication, manual handling, dexterity, construction, engineering, STEM and problem solving. |
| Slip, Trips and Falls – falling over tent pegs, tarps and/or logs/stumps | Low | * Children are to wear sturdy stout shoes. NLL staff to remind children that observation skills need also be about their own walking route around their Den. | Low | Team building, communication, manual handling, dexterity, construction, engineering, STEM and problem solving. |
| Injury, sprain/strain lifting heavy object | Low | * NLL staff to remind (and model as necessary) children how to lift heavy objects and follow the ‘Branch too heavy? Two people carry’ rule. | Low | Team building, communication, manual handling, dexterity, construction, engineering, STEM and problem solving. |
| Impact injury/serious injury – carrying and moving large branches and logs | Medium | * NLL staff to remind and model where necessary the safe way to carry and manoeuvre logs from one place to another. Children to follow the ‘Branch too heavy? Two people carry’ rule. | Low | Team building, communication, manual handling, dexterity, construction, engineering, STEM and problem solving. |

**Activity: Fire**

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| **Hazard** | **Level of risk** | **Action proposed** | **New level of risk** | **Skill/Benefit** |
| Burns/Scalds – getting burned by the fire when taking part in activities/songs or stories by the campfire | High | * Children and staff will be made aware of the rules of the fire area (both in the grammar school-log burner) and at the fire circle before they get there. * Children shall enter the fire circle area by approaching the area from the back of the benches, avoiding the middle bench (which is close enough to catch ‘spitting’ embers.) * Children are not allowed to leave the benches or come into the fire circle area unless cooking something on the fire or requested/given permission to do so by NLL staff. * Running or walking across the fire circle area is not allowed * A vessel of water and fire blanket is always within easy reach. | Low | Community, sharing of stories, social skills, internal risk thermometer. |

**Activity: Fire Lighting and Fire Circle – cooking marshmallows**

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| **Hazard** | **Level of risk** | **Action proposed** | **New level of risk** | **Skill/Benefit** |
| Burns/Scalds – getting burned by the fire when cooking marshmallows | High | * Children shall enter the fire circle area by approaching the area from the back of the benches. * Children come into the fire pit area in groups of 2 and shall get into the safe fire position of one knee down on the ground in order to hold a long skewer over the fire. * NLL staff will remind all children to walk with the skewer held upwards and away from their body. * The 60 second rule is used in order to make sure children do not burn their mouths when eating their marshmallow. * Running or walking across the fire circle area is strictly forbidden. * A fire blanket and bottle of water is always within easy reach, fire gloves are used by NLL staff and fire is safely put out at the end of each session and ‘leave no trace’ is adhered to. | Medium | Survival skills, team work, resilience, determination and organisation. |

**Activity: Gardening**

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| **Hazard** | **Level of risk** | **Action proposed** | **New level of risk** | **Skill/Benefit** |
| Puncture wound, cut/graze from gardening tools. | Medium | * NLL staff to remind children (and model where necessary) of the proper use of gardening tools and how to remain safe when using them. * First Aid kit carried at all times. * Adult supervision will be required | Low | Role play, social skills, measurement, environmental awareness, sustainability, tool use, manual handling, dexterity and STEM skills. |
| Ingestion of harmful substance – eating the seeds/bulbs/compost | Medium | * NLL staff to remind children not to put any materials in their mouth and adult supervision shall be required . | Low | Role play, social skills, measurement, environmental awareness, sustainability, tool use, manual handling, dexterity and STEM skills. |
| Muscle strain from using gardening spade/fork incorrectly | Low | * Gardening tools can only be used once children have demonstrated that they can use the tools safely. * NLL staff to monitor and regularly assess this. | Low | Role play, social skills, measurement, environmental awareness, sustainability, tool use, manual handling, dexterity and STEM skills. |
| Trips falls | Low | * make children aware of need for care, Uneven surfaces, hose pipes | Low | self awareness |
| Bite/sting – from bees, water boatman or similar | Low | * Children are encouraged to collect their specimens in jars, small nets and specimen jars are provided. | Low | Identification of species, STEM links, spatial awareness, teamwork and dexterity. |

**Activity: Pond Dipping**

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| **Hazard** | **Level of risk** | **Action proposed** | **New level of risk** | **Skill/Benefit** |
| Drowning – falling | Medium | * Children will only be allowed near the lake if they have demonstrated during their time at NLL that they can be kept safe over 4 weeks (eg. Coming to adults as soon as they are called, and listening to and following instructions) * The pond has a specific pond dipping platform. * Children pond dip two at any one time with close adult supervision * Children must lie on their front (chest on platform) before leaning over to extend the net. * Lead teacher will monitor whether children are able to dip their toes in the water, as well as the ratio of adults to children at one time. * NLL staff monitors the fence and platform at the beginning of each session. * 2 life rings identified to children and school adults. * Pond is 4m deep. * Rope is kept as marker over which children must not cross | Low | Identification of species, STEM links, spatial awareness, teamwork and dexterity. |
| Bite/sting – from water boatman or similar | Low | * Children are encouraged to collect their specimens in jars but not to pick up with their hands, small nets and specimen jars are provided. | Low | Identification of species, STEM links, spatial awareness, teamwork and dexterity. |

**Activity: Slackline and Indoboard**

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| **Hazard** | **Level of risk** | **Action proposed** | **New level of risk** | **Skill/Benefit** |
| Slip, Trips and Falls – low height | Low | * Children are to wear shoes or bare feet. * Adult to offer hand for balance on at least one side. * Children advised to look up and ahead, and to place feet facing forward. * Children to keep trying until they overcome the wobble (muscle memory) | Low | Self-awareness, observation skills, identification, team building and communication.  TRUST |
| Slips trips and falls Indoboard | Medium | * Adults and children to follow instructions carefully * There must be a supporting adult for anyone to use * Indoboard must not be used if very wet | Low | Self-awareness, observation skills, identification, team building and communication. |

**Activity: Tool Use**

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| **Hazard** | **Level of risk** | **Action proposed** | **New level of risk** | **Skill/Benefit** |
| Puncture wound, cut/graze from tools such as palm drill | Medium | * NLL staff to remind children (and model where necessary) of the proper use of tools and how to remain safe when using them. * Adult supervision will be required and manufacturer’s safety guidance adhered to. * Children to wear cut proof metal gloves when using the saw, * protective shield to be in place between use and 1:1 adult supervision when using. | Low | Dexterity, ability to follow instructions, spatial awareness, STEM, resilience and pair work. |
| Blunt force injury i.e. from using a hammer | Medium | * NLL staff to remind children (and model where necessary) of the proper use of tools and how to remain safe when using them. * Adult supervision will be required and manufacturer’s safety guidance adhered to. | Low | Dexterity, ability to follow instructions, spatial awareness, STEM, resilience and pair work. |
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**Activity: Wood Whittling**

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| **Hazard** | **Level of risk** | **Action proposed** | **New level of risk** | **Skill/Benefit** |
| Puncture wound, cut/graze from tools s | Medium | * NLL staff to remind children (and model where necessary) of the proper use of tools and how to remain safe when using them. * Adult supervision will be required and manufacturer’s safety guidance adhered to. * Work away from the hands | Low | Dexterity, ability to follow instructions, spatial awareness, STEM, resilience and pair work. |

**Activity: Tractor**

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| **Hazard** | **Level of risk** | **Action proposed** | **New level of risk** | **Skill/Benefit** |
| Injury or death from moving tractor | Medium | * Tractor to be moved into position when children are not there. * Brake to be secured and keys out. Children to approach the tractor under supervision of NLL staff and farm staff. * NLL staff to remind children (and model where necessary) of behaviour around moving vehicles: | Low | Ability to follow instructions, spatial awareness,  Observation and understanding of how farms and machinery operate to ensure sustainability of the land. Understanding, self regulation |

Signed Lead Teacher: Alex Preston Date: 7.6.2023

Signed Trustee: Date: 10/07/23