

WWT General Risk Assessment Form

Site, department, work area	WWT Slimbridge Learning Department		
Task being assessed	Learning visit to Slimbridge		
Risk Assessor/s	Sarah Hitchcock		
Date of Assessment	29/01/19	Date of Review	31/01/20

What is the hazard?	Persons at risk- who might be harmed?	How might people be harmed?	Existing Control Measures	Risk Rating With existing control measures L x S = RR			Is this acceptable? Yes/ No	Further Action needed to Control the Risk?	Risk Rating With additional control measures L x S = RR			To be Actioned by (Person & date)
				Likelihood of harm	Severity of harm	Risk rating			Likelihood of harm	Severity of harm	Risk rating	
Water-borne & avian diseases, bacteria from animal faeces	Children, teachers, visitors & staff	Zoonotic infection	*WWT staff provide clear hygiene instructions at start of session. *Hand washing signs & facilities around site. *Good adult to child ratios to help with vigilance. *Regular cleaning of surfaces around site.	1	5	5	Yes					
Nettles and plants	Children, teachers, visitors & staff	Stings, cuts and scratches	*WWT staff check areas prior to learning sessions. *Duty 1st aiders appointed each day. Good adult: child ratios to help with vigilance.	1	3	3	Yes					
Berries and fungi	Children, teachers, visitors & staff	Poisoning from ingestion	*WWT staff provide clear health and safety instructions at start of session. *Hand washing signs and facilities around site. *Good adult: child ratios to help with vigilance.	5	1	5	Yes					
Insects	Children, teachers, visitors and staff	Bites and stings	*WWT staff check teaching areas prior to learning sessions. *Duty 1st aiders appointed each day. *Good adult: child ratios to help with vigilance. *Nests cordoned off/removed in public areas.	1	3	3	Yes					
Stings and bites	Children, teachers, visitors & staff	Allergic reaction	*WWT staff check teaching areas prior to learning sessions. *Duty 1st aiders appointed each day. *Good adult: child ratios to help with vigilance.	5	2	10	Yes					

What is the hazard?	Persons at risk- who might be harmed?	How might people be harmed?	Existing Control Measures	Risk Rating With existing control measures L x S = RR			Is this acceptable? Yes/No	Further Action needed to Control the Risk?	Risk Rating With additional control measures L x S = RR			To be Actioned by (Person & date)
				Likelihood of harm	Severity of harm	Risk rating			Likelihood of harm	Severity of harm	Risk rating	
Aggressive bird pecking	Children, teachers, visitors & staff	Injury	*WWT staff check teaching areas prior to learning sessions. *Duty 1st aiders appointed each day. *Good adult: child ratios to help with vigilance. *WWT staff contact aviculturalists if problem birds.	1	1	1	Yes					
Uneven surfaces	Children, teachers, visitors & staff	Slips, trips	*Anti-slip treatment applied to boardwalks. *WWT staff check areas prior to learning sessions. *Duty 1st aiders appointed each day. *Good adult: child ratios to help with vigilance.	3	2	6	Yes					
Litter and debris	Children, teachers, visitors & staff	Cuts, scratches	Daily litter picking and site checks. WWT staff check areas prior to learning sessions. Duty 1st aiders appointed each day. Good adult: child ratios to help with vigilance.	2	1	2	Yes					
Moving vehicles or machinery/equipment	Children, teachers, visitors & staff	Injury from contact	*Health and safety guidelines adhered to for operating vehicles and machinery. *Learning staff check areas prior to learning sessions. *Duty 1st aiders appointed each day. *Good adult to child ratios to help with vigilance.	5	1	5	Yes					
Water	Children, adults	Drowning (falling into ponds whilst walking around site)	*Clear verbal H&S advice given at start of visit. *Duty 1st aider appointed each day. *Adult: child ratio help with vigilance.	5	1	5	Yes					
Equipment	Children, adults	Cuts, bruising due to incorrect use	*Learning staff check areas and equipment prior to learning sessions. *Clear verbal instruction/practical demonstration before use of equipment. *Duty 1st aiders appointed each day. *Good adult: child ratios to help with vigilance.	2	2	4	Yes					

What is the hazard?	Persons at risk- who might be harmed?	How might people be harmed?	Existing Control Measures	Risk Rating With existing control measures L x S = RR			Is this acceptable ? Yes/ No	Further Action needed to Control the Risk?	Risk Rating With additional control measures L x S = RR			To be Actioned by (Person & date)
				Likelihood of harm	Severity of harm	Risk rating			Likelihood of harm	Severity of harm	Risk rating	
Hides	Children, teachers & staff	Slipping/ tripping on steep steps, slipping off high benches, trapping fingers in windows, bumping heads on window ledges	*Clear verbal Health & Safety advice given at start of visit. *Duty 1st aider appointed each day. *Adult: child ratio help with vigilance. *Hides checked regularly *Use of Discovery Hide preferable by schools	3	3	9	Yes					
Hot and cold weather	Children, teachers, visitors & staff	Sunburn, heatstroke, dehydration hypothermia	*Clear advice given to teachers prior to visit regarding appropriate clothing/equipment. *More suitable location used if necessary. Shelter provided for lunch breaks. *Duty 1st aiders appointed each day. *Paths gritted if necessary. *Good adult: child ratios to help with vigilance.	3	1	3	Yes					
Ice and/or snow	Children, teachers, visitors & staff	Slip/fall	*Daily site checks by grounds staff. *Paths gritted if necessary. *Health and safety talk by WWT staff. *Good adult: child ratios to help with vigilance.	3	2	6	Yes					
Pond dipping	Children, teachers, visitors & staff	Infection, poisoning from water borne disease/alg al blooms	*WWT staff provide clear hygiene instructions at start of session. *Hand washing signs and facilities at Pond Zone. *Good adult: child ratios to help with vigilance.	5	1	5	Yes					
Fall into pond	Children, teachers, visitors & staff	Cold, wet, hypothermia	*WWT staff provide clear health and safety instructions at start of session. *Ponds at Pond Zone only, are raised. *Good adult: child ratios to help with vigilance.	2	2	4	Yes					

What is the hazard?	Persons at risk- who might be harmed?	How might people be harmed?	Existing Control Measures	Risk Rating With existing control measures L x S = RR			Is this acceptable? Yes/No	Further Action needed to Control the Risk?	Risk Rating With additional control measures L x S = RR			To be Actioned by (Person & date)
				Likelihood of harm	Severity of harm	Risk rating			Likelihood of harm	Severity of harm	Risk rating	
Pond dipping - Misuse of equipment	Children	Cuts and bruises	*WWT staff to provide clear health and safety instructions at the start of sessions including appropriate behaviour. *Good adult: pupil ratios to help with vigilance. *WWT staff and attending school adults to remove equipment if misuse is suspected.	2	2	4	Yes					
Pond dipping - Water creatures	Children, teachers, visitors & staff	Bites from Greater water boatmen & Dragonfly nymphs	*WWT staff check areas prior to learning sessions. *Duty 1st aiders appointed each day. *Good adult: child ratios to help with vigilance. *Warn participants that some creatures bite so not to touch any.	1	3	3	Yes					
Toad Hall Handling Session	Children, teachers, visitors & staff	Zoonotic infection from handling amphibians	WWT staff provide clear hygiene instructions at start of session. Hand sanitiser available. Cuts covered with plaster. Good adult: child ratios to help with vigilance.	5	1	5	Yes					
Hand sanitiser.	Children, teachers, visitors & staff	Irritation, allergic reaction	*Individuals with sensitive skin advised to use soap and water.	1	1	1	Yes					
Using Wellyboot land and Riverlife play areas	Children, teachers, visitors and staff	Falls, cuts, other injuries from play equipment	*All play areas comply with BS EN 1177. *All apparatus complies with BS EN 1176. *Areas cleaned and litter picked daily. *Duty 1st aider always available. *Adult helpers and staff to encourage safe play.	3	3	9	Yes					

What is the hazard?	Persons at risk- who might be harmed?	How might people be harmed?	Existing Control Measures	Risk Rating With existing control measures L x S = RR			Is this acceptable? Yes/No	Further Action needed to Control the Risk?	Risk Rating With additional control measures L x S = RR			To be Actioned by (Person & date)
				Likelihood of harm	Severity of harm	Risk rating			Likelihood of harm	Severity of harm	Risk rating	
Child or vulnerable adult becoming separated from guardians	Children, vulnerable adults	Trauma, injury	*WWT staff provide clear instructions at start of session re staying together. *Teaching staff and helper vigilance. *Good adult: child ratios to help with vigilance. *WWT's Lost child procedure implemented if necessary.	4	1	4	Yes					
Fire	Children, teachers, visitors & staff	Burns, smoke inhalation	*In case of fire, WWT staff will lead evacuation procedure. *Teachers to be aware of signage and follow instructions.	5	2	10	Yes					

WWT RISK SCORING MATRIX

Consequence of Accident/Incident			Likelihood of Accident/Incident occurring					
				Extremely Unlikely	Unlikely	Possible	Very Likely	Almost Certain
Equip/Property	Injury	Disease		1	2	3	4	5
Insignificant Damage, no rework	Insignificant No lost time	Insignificant Not applicable	1	1	2	3	4	5
Minor Damage requiring rework < 2 hrs	Minor Injury with up to 3/7 days lost time	Minor Non – Disabling	2	2	4	6	8	10
Moderate Damage requiring rework > 2hrs	Moderate Over 7 days lost time	Moderate Disabling, but fit for normal duties	3	3	6	9	12	15
Major Damage requiring rework > 8hrs	Major Long term absence	Major Disabling, Unfit for normal duties	4	4	8	12	16	20
Catastrophic Scrap of Eqpt/ plant	Catastrophic Death	Catastrophic Death attributable to disease	5	5	10	15	20	25

Emergency information

Location of nearest phone	Shop or admissions 01453 891233/142
Local hospitals (emergency and non-emergency)	Vale Community Hospital, Lister Road Dursley GL11 4BA 0300 421 8494 Minor injuries
	Gloucester Royal Hospital Great Western Road Gloucester GL1 3NN 0300 422 2222 A&E
Access points for emergency services	Rickyard Building