

WWT GENERAL RISK ASSESSMENT FORM

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| Date | 04/09/2017 |
| Assessed by | JOANNE NEWBURY |
| Centre / Department | Washington - Learning |
| Location | Washington |
| Task | School / group visits |
| Review date | 03/09/2018 |

| | Activity/Location | Describe Hazard(s) | Person(s) at risk or in danger | Severity 1 - 5 | Likelihood 1 - 5 | Score (severity x likelihood) | Control Measures | Result M* A N |
|---|---|----------------------------|--------------------------------|----------------|------------------|-------------------------------|---|---------------|
| 1 | Entrance through the Carpark | Moving vehicles- collision | All | 3 | 2 | 6 | Speed restriction signs- 10mph Clear separate pedestrian pathway Children at all times to be accompanied by an adult Clearly defined parking bays | A |
| 2 | Entrance down pedestrian entrance way and sloped paths | steep slope | All | 3 | 1 | 3 | Handrails installed Gritted when needed- ice and snow. Entrance way kept clear of obstacles. Daily site checks by grounds staff. | M |
| 3 | Contact with potentially infectious animals/water or infected surfaces. | Zoonotic infection | All | 3 | 2 | 6 | Signage on corn bags and around site highlighting the need for hand washing Keep public separated from animals /water except in designated areas H& S talk at beginning of each pond dipping session Provide hand washing facilities. Regular zoonotic cleaning of potentially harmful surfaces: paths/ handrails/ signage. | A |
| 4 | walking through the grounds/reserve/ Water lab and garden | Slips/trips/falls | All | 2 | 2 | 4 | Daily inspection of grounds for obstacles/ hazards by centre staff. All boardwalks/ bridges to be fitted with non-slip surface. Hazard reporting procedure in place.Good adult:child ratio to help with vigilance. | M |

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|----|--|--|-----|---|---|----|---|---|
| 5 | Contact with potentially aggressive animals. | bites/ pecks /scrapes | All | 2 | 1 | 2 | Visitors separated from animals by fences. Stand off fences in place for all aggressive animals. Signage on those pens with potential to harm. | M |
| 6 | Wheelchair use | loss of control leading to injury | All | 2 | 2 | 4 | Front desk to advise wheelchair users of accessible areas of the site. Signage displayed for areas not appropriate for wheelchair use. | M |
| 7 | Contact with staff using machinery | injury from moving parts/ debris | All | 4 | 1 | 4 | Staff to stay aware of visitors and cease work when in close proximity. Machinery dependent work to be carried out at times of low visitation where possible. Good Adult:child ratio to help with vigilance. | M |
| 8 | Guided pond dipping session | infection, , poisoning from waterborne disease / algal bloom | All | 5 | 1 | 5 | WWT staff provide clear hygiene instructions at start of session. Handwashing signs and facilities at Pond Zone . Good adult:child ratio to help with vigilance. | A |
| 9 | Guided pond dipping session | bites from boatman beetles and dragonfly nymphs | All | 1 | 3 | 3 | Duty first aiders on site .Warn participants that some creatures bite so do not touch any. Demonstrate correct net technique. | A |
| 10 | Drowning | falling into ponds whilst walking around site | All | 5 | 1 | 5 | Clear verbal H& S advice given at start of visit. Adult : Child ratio help with vigilance. No running ahead of leader. | M |
| 11 | Nettles,thistles | stings | all | 1 | 3 | 3 | Grounds staff maintain areas, and learning staff to inspect activity area | M |
| 12 | Rushes, sedges | pricks to skin/ eyes | all | 1 | 3 | 3 | Grounds staff maintain areas, and learning staff to inspect activity area | M |
| 13 | Fruits, berries, fungi | poisoning, allergic reaction | all | 4 | 2 | 8 | Safety talk prior to learning session and sanitiser use after session | A |
| 14 | insects | bite, sting . Allergic reaction to sting. | all | 5 | 2 | 10 | Correct capture kit/ technique used in mini beast hunt. Good adult:child ratio to help with vigilance. Teacher with group to use Epi pen as necessary. | A |
| 15 | Mini beast hunt | slippery ground, trip hazards | all | 3 | 2 | 6 | Stout footwear, safety talk at learning session. WWT staff check area prior to session. | A |
| 16 | Handling education props eg feathers | bacteria infection | all | 1 | 2 | 2 | All props treated prior to use with antibacterial treatment Handwashing after learning session | M |

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|--|-----------------|--|-----|---|---|---|---|---|
| 17 | Adverse weather | hypothermia / heatstroke/ dehydration | all | 1 | 4 | 4 | Suitable clothing, suncream, drinking water. Clear advice given to teachers prior to visit. Shelter provided for lunches. | M |
| 18 | Litter/ debris | glass/ can cuts scratches | all | 1 | 2 | 2 | Daily litter picking by staff before opening. WWT staff check area before session. | M |
| * Key to result M = Minor risk A = Adequately controlled N = Not adequately controlled STOP must consult line manager before proceeding | | | | | | | | |

| Consequence of Accident | | | Likelihood of an Accident Occurring | | | | | Damage Severity Levels |
|---|--|--------------------------|-------------------------------------|----------|----------|-------------|----------------|------------------------|
| | | | Extremely Unlikely | Unlikely | Possible | Very Likely | Almost Certain | |
| Injury | Disease | Accident Severity Levels | 1 | 2 | 3 | 4 | 5 | |
| Insignificant No lost time | Insignificant Not applicable | 1 | 1 | 2 | 3 | 4 | 5 | Insignificant damage |
| Minor Injury with up to 3 days lost time | Minor Non – Disabling | 2 | 2 | 4 | 6 | 8 | 10 | Minor damage |
| Moderate Over 3 days lost time | Moderate Disabling, but fit for normal duties | 3 | 3 | 6 | 9 | 12 | 15 | Moderate damage |
| Major Long term absence | Major Disabling, unfit for normal duties | 4 | 4 | 8 | 12 | 16 | 20 | Major damage |
| Catastrophic Death | Catastrophic Death attributable to disease | 5 | 5 | 10 | 15 | 20 | 25 | Catastrophic |

Score

| | |
|---------|---|
| 1 - 4 | LOW RISK - Monitor and supervise regularly, if unable to reduce through further additional appropriate control measures or are unable to eliminate the hazard. Inform and train all staff to follow risk assessment. |
| 5 - 10 | MEDIUM RISK - Monitor and supervise regularly. Seek to reduce risk by identifying additional appropriate control measures. Inform and train all staff to follow risk assessment. |
| 11 - 25 | HIGH RISK - Do not proceed with task. Immediate action must be taken to reduce risk level significantly. If unable to reduce through further suitable control measures, carry out task under a permit to work system. Inform and train all staff to follow risk assessment |

Risk Reduction Measures:

1. Substitution e.g. using a less hazardous substance, appoint a contractor
2. Reduced time exposed to the risk
3. Introduce other controls such as enclosures, remote handling, ventilation
4. Introduce safe systems of work describing or showing how the task is to be done, what communication needs must be met and training &/ or instruction
5. Provide PPE

Emergency information

Nearest telephone: Centre Number 0191 4165454

Local hospitals: Sunderland Royal Hospital, Kayll Rd, Sunderland, SR4 7TP

Access points for emergency services: *Entrance through the main car park, down the ramp to the staff car park and main entrance.
*Entrance through the gate down the track at the back of the overflow carpark.