

WWT Martin Mere Risk Assessment for Learning Visits

Site, department, work area	Martin Mere Wetland Centre, Learning, Learning visits				
Task being assessed	Learning visits at Martin Mere				
Risk Assessor/s	Chris Whitehead, Learning Manager				
Date of original Assessment	25/01/18	Date of latest Review	11/04/2022	Next review due	11/04/2022

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 Actions	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	
Covid-19	Staff, volunteers, visitors	Covid-19 infection	Those with suspected or confirmed covid should NOT come on the visit.	1	4	4	YES	NO				
Pond water	Children and adults	Infection into bloodstream or digestive system	<p>Pond dipping session leader briefs children not to ingest water while pond dipping (no splashing or fingers in mouth etc.) and to wash hands after pond dipping.</p> <p>The pond session leader finds out (by asking children, parents and/or teacher/s) whether any hands have fresh cuts or grazes, which should be covered with a waterproof plaster before dipping.</p> <p>Before walking near open water, session leader briefs children to walk on the tarmac and not on the concrete or muddy edges.</p>	1	2	2	Yes	Further precautions to be followed in extreme weather conditions				
Water	Children and adults	Drowning (falling into ponds whilst walking around site)	<p>Clear verbal H&S advice given at start of visit.</p> <p>Water bodies designed and managed to give a clear water's edge/delineation. Water bodies risk assessed.</p>	1	2	2	Yes	Further precautions to be followed in extreme weather				

Please refer to Safety Code of Practice 18 for more information on risk assessments

		Hypothermia Cold water shock Secondary drowning (water inhalation) Zoonosis	Wearing of suitable footwear by all. Duty First Aider appointed each day Schools are not permitted to undertake the canoe safari due to supervision ratios.					conditions				
Slips, trips and falls	Children and adults	Cuts, grazes, broken limbs, teeth.	The teacher briefs the children, using the information we have sent them before the visit, about hazards and safety rules. WWT staff and volunteers reinforce these during the visit (walk carefully, stay on paths, be polite to each other and other visitors, don't climb things, be kind to birds). Session leader explains about trip hazards, eg. logs and stumps in the wood.	1	1	2	Yes	Education staff regularly check the Plum Wood, Small Wood and the roundhouse village for trip hazards, scattered log plies etc. and take appropriate action to make the areas safe.				
Soil, logs, leaves etc.	Children and adults	Infection into bloodstream or digestive system	Session leader briefs the children, teachers and other adults not to let children put berries, mushrooms, leaves, twigs, feathers, fingers etc. into their mouths whilst outdoors. Session leader explains about the need to wash hands after the session/before eating, as appropriate, and shows the teacher where the hand-washing facilities are.	2	1	2	Yes					
Birds	Children and adults	Infection into digestive system Injury from pecking	The session leader (guided sessions) or the teacher (self-guided time) briefs the children and accompanying adults about how to feed birds from the hand safely. They tell them that some birds are behind double fences for safety reasons so children should not reach over. They should wash their hands as soon as possible after they have finished feeding birds and especially before eating.	1	3	3	Yes					

Equipment, eg. pond nets, head bands, magnifiers, dressing-up props, trays, binoculars.	Children	Minor bumps and cuts, wet clothes, splashing.	Session leader explains the correct and safe use of all equipment at start of session.	2	1	2	Yes					
Furniture	Children	Bruises and grazes from collisions with tables, benches.	A behaviour code of conduct is given to the teacher before arrival at the centre, which makes it clear that the teacher is responsible for the children's behaviour. Site staff undertake checks on furniture at regular intervals, to make sure it is fit for purpose.	2	1	2	Yes					
Wild areas such as Wild Walk and reed-bed walk.	Children and adults	Injury from slipping on muddy surfaces, stings from plants or insects, ingestion of plants, impact injuries from outdoor furniture, falling off stiles.	Session leaders explain to teachers the potential hazards in Wild Walk and other areas. Session leaders explain to children not to eat leaves or berries. Session leader explains about nettles. Session leader explains to teachers about the stiles and mobile furniture in Wild Walk.	1	3	3	Yes					
Weather conditions	Children and adults	Sunburn, heat-stroke or hypothermia from becoming hot, wet or cold.	Session leaders offer shelter to teachers or provide alternative locations for activities. Information is sent to teachers to pass on to parents prior to the visit, with guidance as to suitable outdoor clothing and footwear.	1	3	3	Yes					
Arriving and departing at coach park	Children and adults	Collision with coach or other vehicle	Education staff ensure that coaches park safely (front to fence) on arrival. Education staff supervise arrival and departure of	1	4	4	Yes					

			children.									
Play area	Children and adults	Falling from or colliding with play structures or sharp objects in the ground.	<p>The play area has been installed by Timberplay. It is inspected by a competent inspector as per British standards.</p> <p>Martin Mere staff carry out a daily safety inspection.</p> <p>There are signs at both entrances asking teachers and parents etc. to supervise their children at all times.</p>	1	4	4	Yes					
Visits by SEND groups	Children and adults	Adverse reactions to unpredictable behaviour or actions by members of the group. Onset of medical conditions or adverse reactions to physical impairments.	<p>Group leaders are asked to provide us with information about any issues which might affect themselves or others during their visit. Education staff are briefed before the visit as to the possible implications of these issues.</p>	1	3	3	Yes					
Strangers	Children or vulnerable adults	Abduction or aggressive behaviour.	<p>Teachers are reminded at appropriate times such as toilet visits that there are members of the public on site.</p> <p>The terms and conditions which teachers sign before their visit state that teachers are responsible for the health and safety of the children in their charge. Schools are responsible for providing appropriate child:adult ratios at all times.</p> <p>Staff and volunteers should be vigilant and alert to any suspicious behaviour.</p>	1	4	4	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	Admin office in the main building
Local hospitals (emergency and non-emergency)	A&E Ormskirk (adults only) A&E Southport (adults and children)
Access points for emergency services	Controlled vehicular access to East side of the Education Centre.