

Risk Assessment: Learning visits



Site, department, work area	WWT Washington - Learning Department				
Task being assessed	Learning visit to Washington				
Risk Assessor/s	Joanne Newbury/Gill Pipes				
Date of original Assessment	15/04/21	Date of latest Review	11/04/2022	Next review due	11/04/2023

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	
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				
Moving vehicles in the car park.	All	Collision	*Speed restriction signs- 10mph. *Clear separate pedestrian pathway. *Children at all times to be accompanied by an adult. *Clearly defined parking bays	1	5	5	Yes	No				
Steep slope at entrance	All	Fall	*Handrails installed *Gritted when needed- ice and snow. *Entrance way kept clear of obstacles. *Daily site checks by grounds staff.	1	2	2	Yes	No				
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	No				
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	1	1	Yes	No				

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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.	1	5	5	Yes	No				
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	No				
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.	2	5	10	Yes	No				
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 notify Living collections of problem birds.	1	1	1	Yes	No				
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	No				

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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.	1	1	1	Yes	No				
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.	1	5	5	Yes	No				
Water	Children, adults	Drowning (falling into ponds whilst walking around site) Hypothermia. Cold water shock. Secondary drowning(water inhalation) zoonosis	*Clear verbal H&S advice given at start of visit. *Duty 1st aider appointed each day. *Adult: child ratio help with vigilance. *water bodies designed and managed to give a clear water's edge/delineation. Water bodies risk assessed *wearing of suitable footwear by all.	1	5	5	Yes	No				

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Equipment	Children, adults	Cuts, bruising due to incorrect use	*Learning staff check areas and equipment prior to learning sessions. *Clear verbal instruction/practical demonstration given by WWT staff before individuals use equipment. *Duty 1st aiders appointed each day. *Good adult: child ratios to help with vigilance.	1	2	2	Yes	No				
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	2	2	4	Yes	No				
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.	2	1	2	Yes	No				
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.	2	2	4	Yes	No				

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Pond dipping	Children, teachers, visitors & staff	Infection, poisoning from water borne disease/ algal blooms	*WWT staff provide clear hygiene instructions at start of session. *Protective gloves or plasters are provided to pond dipping participants with cuts on their hands. *Hand washing signs and facilities at Pond Zone. *Good adult: child ratios to help with vigilance.	1	3	3	Yes	No				
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	No				
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.	1	2	2	Yes	No				
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	2	2	Yes	No				

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Hand sanitiser.	Children, teachers, visitors & staff	Irritation, allergic reaction, spray into eyes	*Individuals with sensitive skin advised to use soap and water. *Dispensers at suitable height. *Adult supervision during use	1	1	1	Yes	No				
Using play area	Children, teachers, visitors and staff	Falls, cuts, other injuries from play equipment	* Playpark checked every day by staff. * Annual safety inspection by a suitable company. *Areas cleaned and litter picked daily. *Duty 1st aider always available. *Adult helpers and staff to encourage safe play.	3	3	9	Yes	No				
Child or adults at risk becoming separated from guardians	Children, adults at risk	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.	2	2	4	Yes	No				
Safeguarding risks	Children, adults at risk	Inappropriate behaviour, abuse, kidnapping	*WWT safeguarding policy and guidance in place and training provided to Learning staff. *Learning staff all have enhanced DBS clearance *Vigilance of all staff and volunteers (radios) *Photography not allowed of areas/activities when children participating, unless where permission given / assumed *Good adult: child ratios to help with vigilance. *WWT's Lost child procedure implemented if necessary.	1	5	5	Yes	No				

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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.	1	5	5	Yes	No				

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	Centre Building 0191 4165454. All staff carry radios.
Local hospitals (emergency and non-emergency)	Emergency – Sunderland Royal Hospital, Kayll Road, Sunderland. SR4 7TP Non emergency - Washington Primary Care Centre, Princess Ann Park, Parkway, Washington NE38 7QZ.
Access points for emergency services	Building - entrance through the main car park, down the ramp to the staff car park and main entrance. West of site -Entrance through the gate down the track at the back of the overflow carpark. East of site - entrance through the top gate, down the cycle path."

