

Ecosystems field work activity

Risk Assessment

Date of visit:	Departure time:	Return time:
Destination + telephone number:	Group Leader + mobile phone no:	In-school contact + telephone no:
Year Group:	No of pupils: Male = Female =	Pupils with allergies / medical conditions:
Adult/Pupil ratio:	Accompanying adults:	First Aider(s) + contact no(s):
Transport:	Name/No of coach co.: Name/No Coach Driver:	Risk assessment completed by: Date Completed:

Risk: The likelihood of a hazard / an event occurring

L = low, unlikely to occur, although possible.

M = medium, could occur.

H = expected risk, likely to cause harm if adequate precautions not taken

Consequence: The potential effect of the occurrence if it did happen

L = Minor effect / injury

M = External help required. Effect / injury might prevent the participant continuing with activity

H = Serious effect / injury requiring emergency response.

Hazard/event	Risk level	Consequence	Control measures
Vehicles – driveway(s) and car park(s)	M	H	<ul style="list-style-type: none"> • Study sites should be chosen to avoid close proximity to school driveway and / or car park(s) • Group leaders to brief students about correct safety procedures and appropriate behaviour prior to leaving the classroom • Students should walk along and cross driveways and / or car park(s) sensibly • Staff to coordinate and supervise any “high risk” points on route
Slips, trips and falls	M	M	<ul style="list-style-type: none"> • Suitable footwear should be worn for the terrain and conditions – staff to check prior to departure • Brief students prior to departure about uneven surfaces, low branches, exposed roots, etc. and sensible behaviour • Students should be made aware what to do if they fall • Staff to be vigilant and monitor students during fieldwork • Staff should be made aware of procedures in case of an injury, e.g. first aider, and arranging for removal of the student
Remote supervision	M	M	<ul style="list-style-type: none"> • Staff to be present on school grounds at all times • Students should be in groups of 3 or more at all times, and stay within sight of staff. • All students to have emergency staff mobile numbers
Animals	L	M	<ul style="list-style-type: none"> • If possible, avoid study sites too close to boundaries with livestock. • Students should be briefed prior to leaving the classroom if needed
Students getting lost/separated from group	L	M	<ul style="list-style-type: none"> • Students in groups of no less than 3 at all times, and instructed to stay together and not leave school grounds • Students made aware of school boundaries and ‘no-go areas’ • Staff carry full lists of group members and conduct regular head counts
Weather – sun exposure	L	M	<ul style="list-style-type: none"> • Students should be made aware of the risks of excess exposure to the sun • Students to wear suitable clothing, hats and sun screen – to be checked by staff prior to departure • Students to drink plenty of water. Staff to check and have spare water. • Conditions should be assessed to determine whether fieldwork goes ahead. • Provision made for abandoning / re-scheduling if needed • Accompanying staff to monitor students for signs of sun-burn, dehydration, heat stroke or exhaustion

Weather – cold and/or wet	L	M	<ul style="list-style-type: none"> • Students to wear appropriate warm and waterproof clothing. Staff to check prior to departure • Conditions should be assessed to determine whether fieldwork goes ahead. • Provision made for abandoning / re-scheduling if needed • Accompanying staff to pay close attention to students to identify signs of hypothermia or exposure.
Water	L	H	<ul style="list-style-type: none"> • Study sites should be chosen to avoid close proximity to deep water / rivers if possible • Students briefed about safety and sensible behaviour when close to water if applicable • Students should not stray from the study site or get too close to water
Allergies and medical conditions	L	H	<ul style="list-style-type: none"> • All staff to be aware of any students with allergies / medical conditions and what to do in case of an incident • Students should be monitored and have staff emergency contact numbers in case they have a problem • Emergency contacts held for all students
Contact with soil / vegetation	M	H	<ul style="list-style-type: none"> • Students warned about being careful when walking around trees, e.g. low branches, thorns. Appropriate behaviour should be discussed prior to leaving school • Students should be strictly instructed not to put their fingers in their mouths or to eat after touching soil or vegetation • Provision should be made for students to wash / disinfect their hands after the fieldwork, and prior to eating their lunch.