

## **Specific Risk Assessments for Visits and Activities Perlethorpe Environmental Education Centre**

NB: These Specific Risk Assessments must be read in conjunction with the Nottinghamshire County Council Local Authority, Children, Families and Cultural Services – Generic Risk Assessments For Visits and Activities (September 2020)

These generic risk assessments are intended for use on all applicable events for a range of activities delivered on behalf of the Children, Families and Cultural Services. They should be consulted as the foundation for all the specific risk assessments within this document.

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**Nottinghamshire County Council Local Authority  
Children, Families and Cultural Services  
Specific Risk Assessments For Visits and Activities  
Perlethorpe Environmental Education Centre**



- P1. Conservation activities
- P2. Blindfold trail and adventurous activities
- P3. Climbing tree at centre
- P4. Lone working at centre
- P5. Orienteering
- P6. Field studies
- P7. River, lake dipping
- P8. Shelter building
- P9. Working in the Centre
- P10. Walks around sites near Centre / all Outdoor Activities
- P11. Adventure Playground
- P12. Evacuee Day
- P13. Orienteering Festival
- P14. Lunch
- P15. Christmas Nativity
- P16. St John's Church and Churchyard
- P17. Field Studies on Budby Heathland
- P18. Overnight Camping
- P19. Camp Fire
- P20. Vikings of Perlethorpe
- P21. World War1 / The Great War
- P22. Saxon Activity Day
- P23. Covid-19

# Nottinghamshire County Council Specific Risk Assessment Children, Families and Cultural Services

## NUMBER P1 Conservation activities



Hazards Considered <i>Step 1</i>	Who might be harmed and how <i>Step 2</i>	Existing Control Measures: <i>Step 3</i>	Further action <i>Step 3</i> <i>Consider group supervision requirements, travel and hazards in the environment used.</i>	Generic controls are being applied? <i>If not detail in further actions</i>	Risk when generic controls applied
Using Tools	Pupils / Staff / Parents Cuts / Stings / Grazes	<ul style="list-style-type: none"> <li>Safety talks essential before pupils use tools. Wash hands thoroughly before eating.</li> <li>All participants must wear gloves.</li> <li>Full body cover essential.</li> </ul>	Each tool used needs safety talk. Some gloves available at the Centre (not many). Long sleeves and trousers will avoid stings and grazes.	Yes	Low
Diseases	Pupils / Staff / Parents Illness	<ul style="list-style-type: none"> <li>Tetanus injections need to be up to date.</li> <li>Precautions taken when working in rivers or ponds (refer to pond / lake risk assessment).</li> <li>When litter-picking, plastic gloves must be worn.</li> </ul>		Yes	Low
Tripping / Falling	Pupils / Staff / Parents Injury	<ul style="list-style-type: none"> <li>Tools must not be left lying around. Always put away after used.</li> </ul>	Each tool used needs safety talk.	Yes	Low
Lifting heavy objects	Pupils / Staff / Parents Injury	<ul style="list-style-type: none"> <li>Heavy objects must not be lifted, work as a team if necessary.</li> <li>Pupils must be shown how to lift objects.</li> <li>People on each end of large objects.</li> <li>Long objects should never be carried by one person.</li> </ul>	Always demonstrate this to pupils. Conservation activities need to be suited to the age and abilities of the pupils.	Yes	Low
Eye Injuries	Pupils / Staff / Parents Injury	<ul style="list-style-type: none"> <li>When bending down, ensure others are not using tools close by.</li> <li>First Aid Kit available at sites.</li> </ul>		Yes	Low
<b>See Generic RA 32 - Conservation Activities</b> <b>Refer to 'Day Centres Codes of Practice' booklet</b>					

Plus have regard for nature of the group, any pre-existing medical conditions, and continually risk assess throughout activity.

Assessment carried out by: <b>Keith Rider</b> 	Date: June 2021
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*These are Specific risk assessments identifying key hazards and control measures associated with visits or activities.*

# Nottinghamshire County Council Specific Risk Assessment

## Children, Families and Cultural Services

### NUMBER P2 Blindfold Trail and Adventurous Activities

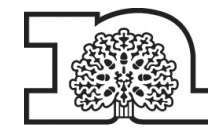


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Hazards <i>Step 1</i>	Who might be harmed and how <i>Step 2</i>	Existing Control Measures: <i>Step 3</i>	Further action - <i>Step 3</i> <i>Consider group supervision requirements, travel and hazards in the environment used.</i>	Generic controls are being applied? <i>If not detail in further actions</i>	Risk when all generic controls applied
Blindfold trail and blindfold games	Pupils / Staff / Parents Bumps / Trips / Falls	<ul style="list-style-type: none"> <li>Pupils given clear instructions about the activity.</li> <li>Adequate supervision ratio to allow one adult per group or for each obstacle on course.</li> <li>Area used must be suitable for games.</li> <li>Glasses to be removed.</li> <li>Supervision for "Clatter Bridge" when stepping on.</li> <li>Pupils hold on to rope at all times, younger pupils in pairs</li> <li>Teachers introduce safety procedures to pupils and adults before start of activity.</li> <li>Asthma inhalers taken on site. Teachers aware of confidence levels.</li> <li>Pupils accounted for at all times - never alone.</li> <li>Suitable clothing eg long sleeves and trousers.</li> <li>Pupils must 'spot' each other on activities where falls are possible.</li> <li>Safety talk given to pupils before any equipment used and close supervision.</li> <li>Gloves to be worn when working with logs, bracken etc. Hands washed after activity.</li> <li>Area used must be suitable for activity (eg no holes in surface).</li> <li>First aider working with group. First aid kit carried</li> <li>Pupils shown how to carry safely.</li> </ul>	Teachers attend inset for training. Teachers inset essential and given Codes of Practice. System of quick checking needed. (Centre staff or school staff)	Yes	Low

# Nottinghamshire County Council Specific Risk Assessment

## Children, Families and Cultural Services



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### NUMBER P2 Blindfold Trail and Adventurous Activities

Hazards <i>Step 1</i>	Who might be harmed and how <i>Step 2</i>	Existing Control Measures: <i>Step 3</i>	Further action - <i>Step 3</i> <i>Consider group supervision requirements, travel and hazards in the environment used.</i>	Generic controls are being applied? <i>If not detail in further actions</i>	Risk when all generic controls applied
Adventurous activities and games	Pupils / Staff / Parents Asthma / Cuts / Grazes / Slips / Falls / Bumps on head / Falling logs / Lifting Injuries	<ul style="list-style-type: none"> <li>Pupils given clear instructions about the activity.</li> <li>Adequate supervision ratio to allow one adult per group or for each obstacle on course.</li> <li>Area used must be suitable for games.</li> <li>Glasses to be removed.</li> <li>Supervision for "Clatter Bridge" when stepping on.</li> <li>Pupils hold on to rope at all times, younger pupils in pairs</li> <li>Teachers introduce safety procedures to pupils and adults before start of activity.</li> <li>Asthma inhalers taken on site. Teachers aware of confidence levels.</li> <li>Pupils accounted for at all times - never alone.</li> <li>Suitable clothing e.g. long sleeves and trousers.</li> <li>Pupils must 'spot' each other on activities where falls are possible.</li> <li>Safety talk given to pupils before any equipment used and close supervision.</li> <li>Gloves to be worn when working with logs, bracken etc. Hands washed after activity.</li> <li>Area used must be suitable for activity (e.g. no holes in surface).</li> <li>First aider working with group. First aid kit carried</li> <li>Pupils shown how to carry safely.</li> </ul>	Teachers attend inset for training. Teachers inset essential and given Codes of Practice. System of quick checking needed. (Centre staff or school staff)	Yes	Low / Med
Update	Pupils / Staff / Parents Injury / Death	Due to the new Covid-19 restrictions blindfolds will no longer be used until restrictions are lifted	Remove them from use	Yes	Low
<b>See Generic RA 14 Outdoor problem solving / RA 32 Blindfold trails</b> <b>Refer to 'Day Centres Codes of Practice' booklet</b>					

Plus have regard for nature of the group, any pre-existing medical conditions, and continually risk assess throughout activity.

Assessment carried out by: **Keith Rider**

Date: June 2021

*These are Specific*

*g key hazards and control measures associated with visits or activities.*

**Nottinghamshire County Council Specific Risk Assessment  
Children, Families and Cultural Services**

**NUMBER P2 Blindfold Trail and Adventurous Activities**



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# Nottinghamshire County Council Specific Risk Assessment

## Children, Families and Cultural Services



### NUMBER P3 Climbing Tree at Centre

Hazards Considered Step 1	Who might be harmed and how Step 2	Existing Control Measures: Step 3	Further action - Step 3 Consider group supervision requirements, travel and hazards in the environment used.	Generic controls are being applied? If not detail in further actions	Risk when all generic controls are applied
Falls from height of approx 2m.	Pupils / Staff / Parents Injury / Death	<ul style="list-style-type: none"> <li>• Close adult supervision at all times.</li> <li>• <del>No child to sit beyond artificial grass</del></li> <li>• <del>No more than 4 pupils on tree at one time (overloading).</del></li> <li>• <del>No pupil should be lifted on to branch (smaller children should not be climbing on it).</del></li> <li>• <del>Nothing should be carried to the tree to gain access to branch.</del></li> <li>• <del>Pupils should not walk on branch.</del></li> </ul>	<p>Tree checked regularly by NCC tree team for strength of branch</p> <p>Consider age of pupils when allowing climbing</p>	Yes	Low / Med
Uneven landing surface	Pupils / Staff / Parents Injury	<ul style="list-style-type: none"> <li>• <del>Pupils must not jump off but be helped down carefully.</del></li> <li>• <del>Adults must supervise dismounting.</del></li> <li>• <del>No pupil allowed beyond green carpeted area below branch.</del></li> </ul>	<p>Adults need to assist dismount not lift whole weight of pupil.</p> <p>Rules discussed before pupils climb</p>	Yes	Low / Med
Falling Deadwood	Pupils / Staff / Parents Injury / Death	Annual removal of deadwood, also after bad weather as appropriate. This was done in March 2021 a new prop for the eastern limb will be added 2021		Yes	Low
<b>Update</b>	Pupils / Staff / Parents Injury / Death	<b>Due to the age of the Lime Tree and the ongoing care for it the Centre Manager has decided to no longer allow children to climb on the large East facing Limb.</b>			
<p align="center"><b>See Generic RA 14 Outdoor problem solving.</b>  <b>Refer to 'Day Centres' Codes of Practice' booklet</b></p>					

Plus have regard for nature of the group, any pre-existing medical conditions, and continually risk assess throughout activity.

Assessment carried out by: Keith Rider		Date: June 2021
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# Nottinghamshire County Council Specific Risk Assessment Children, Families and Cultural Services

## NUMBER P4 Lone Working at the Centre



Hazards Considered <i>Step 1</i>	Who might be harmed and how <i>Step 2</i>	Existing Control Measures: <i>Step 3</i>	Further action - <i>Step 3</i> <i>Consider group supervision requirements, travel and hazards in the environment used.</i>	Generic controls are being applied? <i>If not detail in further actions</i>	Risk when all generic controls are applied
Intruders	Staff Attack / Injury / Death	<ul style="list-style-type: none"> <li>• <b>Inform someone when working late / early.</b> <ul style="list-style-type: none"> <li>• <b>Message the senior tutor when you arrive and leave your Centre of work.</b></li> </ul> </li> <li>• All doors / windows shut and locked when working alone in centre.</li> <li>• Carry mobile phone around when moving between buildings.</li> <li>• Contractors must make an appointment.</li> <li>• Do not open door until identity verified.</li> </ul>	All staff work alone at times (Tutors / Admin/ Cleaner). All to be aware of control measures. Inform visitors who may be alone with a sick child etc	Yes	Low
Working around the Centre	Staff Injury	<ul style="list-style-type: none"> <li>• Do not climb when working alone.</li> <li>• Do not carry heavy objects alone.</li> <li>• Use tools correctly when working alone.</li> <li>• Do not go in the loft.</li> </ul>		Yes	Low / Med
Fire	Staff Injury / Death	<ul style="list-style-type: none"> <li>• Dial 999.</li> <li>• Exit building by nearest escape route and stay out until allowed in by emergency services.</li> <li>• Only fight fire when small enough to be put out by extinguisher. Use correct type.</li> <li>• Get well away from building (near car park) and stay out.</li> <li>• Avoid lone working whenever possible.</li> </ul> (See also Specific Fire Risk Assessment at Centre).	Fire awareness of staff needed	Yes	Low
Refer to 'Day Centres Codes of Practice' booklet					

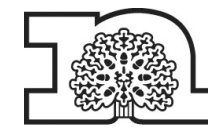
Plus have regard for nature of the group, any pre-existing medical conditions, and continually risk assess throughout activity.

Assessment carried out by: Keith Rider

Date: June 2021



# Nottinghamshire County Council Specific Risk Assessment Children, Families and Cultural Services



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## NUMBER P5 Orienteering

Hazards Considered <i>Step 1</i>	Who might be harmed and how <i>Step 2</i>	Existing Control Measures: <i>Step 3</i>	Further action - <i>Step 3</i> <i>Consider group supervision requirements, travel and hazards in the environment used.</i>	Generic controls are being applied? <i>If not detail in further actions</i>	Risk when all generic controls are applied
Becoming lost or separated (risk from general public)	Pupils / Staff / Parents Attack / Abduction / Injury	<ul style="list-style-type: none"> <li>Pupils in pairs / threes / groups at all times.</li> <li>Safety talk before activity - 'Stranger Danger'.</li> <li>Adults placed at strategic points (in pairs if possible) with whistles.</li> <li>Whistles for each group – pupils taught how to use them.</li> <li>Map reading skills taught well before activity.</li> </ul>	Inset Training see Codes of Practice Familiarisation with sites used and define to pupils	Yes	Low
Vehicles	Pupils / Staff / Parents Injury / Death	<ul style="list-style-type: none"> <li>Area used well defined to pupils, including boundaries, out of bounds areas etc. Roads / fences / gates etc.</li> <li>No orienteering across busy roads.</li> <li>Adult supervision on the roads.</li> </ul>	Introductory safety talk covers points. British Orienteering rules apply here.	Yes	Low
Dogs	Pupils / Staff / Parents Injury / Death	Pupils advised not to approach them.		Yes	Low
Cuts / Scratches / Slips / Asthma	Pupils / Staff / Parents Injury / Illness	<ul style="list-style-type: none"> <li>Full body cover to be worn at all times and adequate footwear.</li> <li>First aid kit on site.</li> <li>Site assessed for potential dangers by Centre staff.</li> <li>Inhalers carried by pupils with asthma.</li> </ul>		Yes	Low / Med
Poisonous Plants / Fungi	Pupils / Staff / Parents Poisoning / Illness / Death	<ul style="list-style-type: none"> <li>Pupils warned of hazards of eating them.</li> <li>Hand washing.</li> </ul>		Yes	Low
Update	Pupils / Staff / Parents Injury / Death	<b>All maps will be laminated so they can be sanitised between groups. To reduce the risk of passing on Covid-19</b>		Yes	Low/ Med
<b>See Generic RA 20 - Orienteering</b> <b>Refer to 'Day Centres Codes of Practice' booklet</b>					

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**Nottinghamshire County Council Specific Risk Assessment  
Children, Families and Cultural Services**

**NUMBER P5 Orienteering**

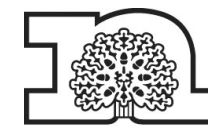


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Date: June 2021

# Nottinghamshire County Council Specific Risk Assessment

## Children, Families and Cultural Services



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### NUMBER P6 Field Studies

Hazards Considered <i>Step 1)</i>	Who might be harmed and how <i>Step 2</i>	Existing Control Measures: <i>Step 3</i>	Further action - <i>Step 3</i> <i>Consider group supervision requirements, individual needs, travel and hazards in the environment used.</i>	Generic controls are being applied? <i>If not detail in further actions</i>	Risk when all generic controls are applied
Poisonous plants / fungi	Pupils / Staff / Parents Poisoning / Illness / Death	<ul style="list-style-type: none"> <li>Pupils given safety talk before setting out.</li> <li>Wash hands before lunch.</li> <li>Warned not to touch fungi, eat berries.</li> </ul>	Teachers Inset Training essential	Yes	Low
Insect bites / stings	Pupils / Staff / Parents Illness / Allergic Reaction / Anaphylactic Shock / Death	First Aid Kit carried. Medication to be carries at all times.		Yes	Low
Weather	Pupils / Staff / Parents	Consider weather conditions adequate clothing.		Yes	Low
Asthma attack	Pupils / Staff / Parents Illness / Death	<ul style="list-style-type: none"> <li>Hands always washed after activities.</li> <li>Pupils in groups with close adult supervision at all times.</li> <li>Asthma inhalers carried to site.</li> </ul>		Yes	Low
Tools	Pupils / Staff / Parents Injury / Death	Pupils should be shown how to use any equipment safely before the activity.		Yes	Low
Hazardous litter	Pupils / Staff / Parents Illness / Injury	No picking up of glass or hazardous items.		Yes	Low
Dogs	Pupils / Staff / Parents Injury / Death	Pupils warned about how to behave when dogs about – no touching animals met on site.		Yes	Low
Becoming Lost	Pupils / Staff / Parents Attack / Injury / Abduction	<ul style="list-style-type: none"> <li>Relevant maps given to staff and parents.</li> <li>Regular counting of heads.</li> <li>Public are noticed by teaching staff (no child to be alone).</li> </ul>	Walks are way marked (red posts)	Yes	Low
Intruders	Pupils / Staff / Parents	Doors to be kept closed on the punch code.		Yes	Low

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# Nottinghamshire County Council Specific Risk Assessment Children, Families and Cultural Services


## NUMBER P6 Field Studies



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Hazards Considered <i>Step 1)</i>	Who might be harmed and how <i>Step 2</i>	Existing Control Measures: <i>Step 3</i>	Further action - <i>Step 3</i> <i>Consider group supervision requirements, individual needs, travel and hazards in the environment used.</i>	Generic controls are being applied? <i>If not detail in further actions</i>	Risk when all generic controls are applied
Hygiene	Pupils / Staff / Parents Illness / Death	<ul style="list-style-type: none"> <li>Hands washed after activities.</li> <li>Copies of all relevant codes given out at start of day to ensure best practice and awareness.</li> </ul>	Could be laminated to avoid waste	Yes	Low
<b>Update</b>	<b>Pupils / Staff / Parents Injury / Death</b>	<b>All tool and equipment will be sanitised after use or disposed of if sanitisation cannot be achieved.</b>	<b>Using antibacterial Wipes</b>	<b>Yes</b>	<b>Low / Med</b>
<b>See Generic RA 32 Woodland Activities / RA 7 Walks in Normal Country / RA17 Visits to Farms. Refer to 'Day Centres Codes of Practice' booklet</b>					

Plus have regard for nature of the group, any pre-existing medical conditions, and continually risk assess throughout activity.

Assessment carried out by: <b>Keith Rider</b> 	Date: June 2021
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# Nottinghamshire County Council Specific Risk Assessment

## Children, Families and Cultural Services



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### NUMBER P7 River / Lake Dipping

Hazards Considered <i>Step 1</i>	Who might be harmed and how <i>Step 2</i>	Existing Control Measures: <i>Step 3</i>	Further action <i>Step 3</i> <i>Consider group supervision requirements, travel and hazards in the environment used.</i>	Generic controls being applied? <i>If not detail in further actions</i>	Risk when all generic controls are applied
Weils Disease	Pupils / Staff / Parents Illness / Death	<ul style="list-style-type: none"> <li>• State of water assessed by leader (eg algae).</li> <li>• Pupils given safety talk before activity (eg no hands in eyes or mouth or nose during activity).</li> <li>• Wellingtons to be worn at all times.</li> <li>• Weil's disease Information given to teachers and parents.</li> <li>• First Aid pack at site.</li> <li>• Cover all cuts / grazes on hands with waterproof plasters or gloves.</li> <li>• No pushing or splashing.</li> <li>• Wash hands and disinfect equipment as soon as possible after activity (use wet wipes on site if appropriate).</li> </ul>	Inset Training and Codes of Practice. Cards given to teachers on day of activity.	Yes	Low
Falling in water	Pupils / Staff / Parents Drowning / Injury / Death	<ul style="list-style-type: none"> <li>• Only use steps or platforms to dip or enter water.</li> <li>• Close adult supervision of small groups in well-defined area.</li> <li>• Spare clothing on site.</li> <li>• Site access inspected before activity by leader (speed and depth of river).</li> <li>• Throwing line taken when by lake or deeper water.</li> </ul>		Yes	Low
Objects Underwater (eg Ex WWII ammunition)	Pupils / Staff / Parents Injury / Death	<ul style="list-style-type: none"> <li>• River checked before / during session.</li> <li>• Advice taken from NCC H&amp;S Team</li> <li>• River has been swept/checked twice by professional ordnance company. No findings.</li> </ul>		Yes	Low
Update	Pupils / Staff / Parents Injury / Death	<b>All River equipment will be sanitised or left for the recommended 72 hours before another group uses them</b>		Yes	Low
<b>See Generic RA 11 Field Studies in or by Inland Water.</b> <b>Refer to 'Day Centres Codes of Practice' booklet.</b>					

Plus have regard for nature of the group, any pre-existing medical conditions, and continually risk assess throughout activity.

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**Nottinghamshire County Council Specific Risk Assessment  
Children, Families and Cultural Services**

**NUMBER P7 River / Lake Dipping**



Nottinghamshire  
County Council

Assessment carried out by: **Keith Rider**

Date: June 2021

# Nottinghamshire County Council Specific Risk Assessment

## Children, Families and Cultural Services



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### NUMBER P8 Shelter building

Hazards Considered <i>Step 1</i>	Who might be harmed and how <i>Step 2</i>	Existing Control Measures: <i>Step 3</i>	Further action <i>Step 3</i> <i>Consider group supervision requirements, individual needs, travel and hazards in the environment used.</i>	Generic controls are being applied? <i>If not detail in further actions</i>	Risk when all generic controls are applied
Cuts / Splinters / Trips / Falls etc	Pupils / Staff / Parents Injury / Death	<ul style="list-style-type: none"> <li>First Aid kit carried.</li> <li>Full body cover at all times, old clothes, long sleeves and trousers, suitable footwear.</li> <li>Gloves should be worn, especially when pulling up bracken.</li> <li>Medication / asthma inhalers, sun cream where needed.</li> <li>Wash hands thoroughly afterwards.</li> <li>Not to be used in late July / August due to fears about spores from Bracken.</li> </ul>	Inset Training and codes of practice  Teacher awareness of risks essential	Yes	Low / Med
Disease	Pupils / Staff / Parents Illness / Death			Yes	Low
Bracken	Pupils / Staff / Parents Injury / Illness			Yes	Low
Falling Logs / Branches	Pupils / Staff / Parents Injury / Death	<ul style="list-style-type: none"> <li>No one to be inside shelter when being demolished.</li> <li>Adult supervision to ensure safe construction (consider size and weight of materials used ie not too long / one person on each end).</li> <li>Test shelter before anyone inside.</li> <li>Safety talk before start of activity.</li> </ul>		Yes	Low
Lifting	Pupils / Staff / Parents Injury	<ul style="list-style-type: none"> <li>Pupils shown correct way to lift.</li> <li>Pupils should not lift heavy items.</li> <li>Size of shelters should be appropriate to age of pupils.</li> </ul>		Yes	Low
Weather	Pupils / Staff / Parents Illness / Death	Consider weather conditions eg high winds / thunder storms etc.	Get up-to-date forecast for day	Yes	Low
Becoming Lost	Pupils / Staff / Parents Injury / Abduction / Death	<ul style="list-style-type: none"> <li>Account for all pupils at all times.</li> <li>Closely – supervised small groups.</li> <li>Define area to be used, to pupils.</li> </ul>		Yes	Low
Update	Pupils / Staff / Parents Injury / Death	<b>No gloves will be given by Perlethorpe during the Covid-19 pandemic, gloves should be brought by the child.</b>		Yes	Low

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# Nottinghamshire County Council Specific Risk Assessment Children, Families and Cultural Services

## NUMBER P8 Shelter building



Hazards Considered <i>Step 1</i>	Who might be harmed and how <i>Step 2</i>	Existing Control Measures: <i>Step 3</i>	Further action <i>Step 3</i> <i>Consider group supervision requirements, individual needs, travel and hazards in the environment used.</i>	Generic controls are being applied? <i>If not detail in further actions</i>	Risk when all generic controls are applied
See Generic RA 32 Shelter building. Refer to 'Day Centres Codes of Practice' booklet					

Plus have regard for nature of the group, any pre-existing medical conditions, and continually risk assess throughout activity.

Assessment carried out by: <b>Keith Rider</b>		Date: June 2021
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# Nottinghamshire County Council Specific Risk Assessment

## Children, Families and Cultural Services

### NUMBER P9 Working in the Centre



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Hazards Considered <i>Step 1</i>	Who might be harmed and how <i>Step 2</i>	Existing Control Measures: <i>Step 3</i>	Further action <i>Step 3</i> <i>Consider group supervision requirements, individual needs, travel and hazards in the environment used.</i>	Generic controls are being applied? <i>If not detail in further actions</i>	Risk when all generic controls are applied
Fire	Pupils / Parents / Staff Injury / Illness / Death	<ul style="list-style-type: none"> <li>• Dial 999 evacuate the building by nearest exit.</li> <li>• Check toilets etc.</li> <li>• Only fight fires when small enough to use extinguisher. Use correct type.</li> <li>• Assemble on car par and take register of pupils / staff / parents.</li> <li>• Do no re-enter the building until told to do so by emergency services.</li> <li>• Regular Fire drills.</li> <li>• Flammable liquids stored correctly.</li> <li>• See also Fire Risk assessment.</li> </ul>	Fire awareness of staff needed. Signs fitted to exits. List of all on site must be brought by schools. Each group visit only for a day.	Yes	Low
Electrical Shock	Pupils / Parents / Staff Injury / Illness / Death	<ul style="list-style-type: none"> <li>• RCDs used wherever needed.</li> <li>• PAT testing each year.</li> <li>• Visual checks of equipment when used.</li> <li>• Blanks in unused sockets.</li> <li>• Electrical items not used near water.</li> </ul>	Need regular updates.	Yes	Low
Hot Liquids	Pupils / Parents / Staff Burns / Scalds	<ul style="list-style-type: none"> <li>• No children allowed in kitchen area.</li> <li>• No hot drinks to be carried around classrooms.</li> </ul>		Yes	Low
Chemicals	Pupils / Parents / Staff Injury / Illness / Burns	<ul style="list-style-type: none"> <li>• Stored in locked area.</li> <li>• COSHH sheets available.</li> </ul>		Yes	Low
Finger Traps	Pupils / Parents / Staff Injury	<ul style="list-style-type: none"> <li>• Finger guards fitted to doors where pupils have access.</li> </ul>		Yes	Low

# Nottinghamshire County Council Specific Risk Assessment Children, Families and Cultural Services

## NUMBER P9 Working in the Centre



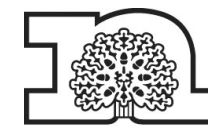
Hazards Considered <i>Step 1</i>	Who might be harmed and how <i>Step 2</i>	Existing Control Measures: <i>Step 3</i>	Further action <i>Step 3</i> <i>Consider group supervision requirements, individual needs, travel and hazards in the environment used.</i>	Generic controls are being applied? <i>If not detail in further actions</i>	Risk when all generic controls are applied
Cuts / Bruises / Burns	Pupils / Parents / Staff Injury / Death	<ul style="list-style-type: none"> <li>Pupils not allowed in kitchen area.</li> <li>Scissors are not pointed.</li> <li>First Aid kits available.</li> <li>Furniture checked regularly.</li> <li>Victorian room / desks - teachers warned to supervise children closely in here.                             <ul style="list-style-type: none"> <li>Care should be taken when using the ink pens due to the sharp pointed nib</li> </ul> </li> </ul>		Yes	Low
Trips / Slips / Falls	Pupils / Parents / Staff Injury / Death	<ul style="list-style-type: none"> <li>Floors well maintained and non-slip cleaning materials used.</li> <li>When floors are wet, "wet floor" sign used.</li> <li>Spills wiped up immediately.</li> </ul>		Yes	Low
Tools	Pupils / Parents / Staff Injury / Death	<ul style="list-style-type: none"> <li>Shown how to use them RCDs used for glue guns.</li> <li>Children not use glue guns.</li> <li>Tools stored in locked areas.</li> </ul>		Yes	Low
Personal Attack	Pupils / Parents / Staff Injury / Death	<ul style="list-style-type: none"> <li>All entrances on door codes when visitors on site.</li> <li>Visitor books kept and badges given to visitors other than schools.</li> <li>Centre signs discourage visitors wandering in.</li> <li>No child to be left alone anywhere at any time.</li> </ul>		Yes	Low
Update	Pupils / Staff / Parents Injury / Death	<b>Hands should be cleaned regular and the use of the hand sanitiser stationed around the Centre</b>	<b>Multiple hand sanitiser</b>	<b>Yes</b>	<b>Low / Med</b>
<b>Refer to 'Day Centres Codes of Practice' booklet</b>					

Plus have regard for nature of the group, any pre-existing medical conditions, and continually risk assess throughout activity.

Assessment carried out by: <b>Keith Rider</b>		Date: June 2021
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# Nottinghamshire County Council Specific Risk Assessment

## Children, Families and Cultural Services



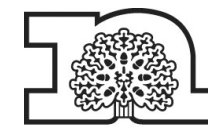
Nottinghamshire  
County Council

### NUMBER P10 Walks around sites near Centre / All Outdoor Activities

Hazards Considered <i>Step 1</i>	Who might be harmed and how <i>Step 2</i>	Existing Control Measures: <i>Step 3</i>	Further action - <i>Step 3</i> <i>Consider group supervision requirements, individual needs, travel and hazards in the environment used.</i>	Generic controls being applied? <i>If not detail in further actions</i>	Risk when all generic controls are applied
Vehicles	Pupils / Parents / Staff Injury / Death	<ul style="list-style-type: none"> <li>First Aid kit carried (Safety packs).</li> <li>All pupils / staff etc to walk on one side of road, together and stop when vehicles go past.</li> <li>Adults to walk on road side of pupils.</li> <li>Countryside Code.</li> <li>Adequate close supervision of pupils. Preferably small groups with an adult.</li> <li>Safety talk before walks including 'stranger danger' awareness.</li> </ul>	Inset Training and see Codes of Practice. Numbers vary according to age, ability and activity.	Yes	Low / Med
Farming or forestry activities	Pupils / Parents / Staff Injury / Death	<ul style="list-style-type: none"> <li>Adhere to any special circumstances or, warning notices.</li> <li>Signs to warn drivers on site of children.</li> </ul>	No child ever alone anywhere on site or in Centre	Yes	Low
Getting Lost	Pupils Injury / Abduction / Death	<ul style="list-style-type: none"> <li>Teacher / leader should be aware of site and have relevant map.</li> </ul>	Information to teachers / parents before visit, at Inset Training and Codes of Practice	Yes	Low
Weather	Pupils / Parents / Staff Illness / Death / Injury	Adequate clothing and consider weather conditions.	Get up-to-date forecast for day	Yes	Low
Animals (Deer / Sheep / Dogs)	Pupils / Parents / Staff	<ul style="list-style-type: none"> <li>Pregnant women should not come into contact with pregnant sheep or goats and avoid fields where lambs are being born.</li> <li>No access near deer during rutting October.</li> <li>Pupils warned about how to behave when dogs about – no touching animals met on site.</li> </ul>	Information to teachers / parents before visit, at Inset Training and Codes of Practice	Yes	Low

*These are Specific risk assessments identifying key hazards and control measures associated with visits or activities.*

**Nottinghamshire County Council Specific Risk Assessment  
Children, Families and Cultural Services**




Nottinghamshire  
County Council

**NUMBER P10 Walks around sites near Centre / All Outdoor Activities**

Hazards Considered <i>Step 1</i>	Who might be harmed and how <i>Step 2</i>	Existing Control Measures: <i>Step 3</i>	Further action - <i>Step 3</i> <i>Consider group supervision requirements, individual needs, travel and hazards in the environment used.</i>	Generic controls being applied? <i>If not detail in further actions</i>	Risk when all generic controls are applied
Insects	Pupils / Parents / Staff Illness / Death	<ul style="list-style-type: none"> <li>Insect allergies made known to teacher.</li> </ul>	Information to teachers / parents before visit, at Inset Training and Codes of Practice	Yes	Low
Disease (eg Lyme)	Pupils / Parents / Staff	<ul style="list-style-type: none"> <li>Lyme disease- long sleeves/trousers when walking through long grass near deer.</li> </ul>	Information to teachers / parents before visit, at Inset Training and Codes of Practice	Yes	Low
<p align="center"><b>See Generic RA 7 Walks in normal country / RA 17 Visits to farms. Refer to Perlethorpe's 'Field Studies' Risk Assessment (P6) and 'Day Centres Codes of Practice' booklet.</b></p>					

Plus have regard for nature of the group, any pre-existing medical conditions, and continually risk assess throughout activity.

Assessment carried out by: <b>Keith Rider</b>		Date: June 2021
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# Nottinghamshire County Council Specific Risk Assessment Children, Families and Cultural Services

## NUMBER P11 Adventure Playground



Nottinghamshire  
County Council

Hazards Considered <i>Step 1</i>	Who might be harmed and how <i>Step 2</i>	Existing Control Measures: <i>Step 3</i>	Further action - <i>Step 3</i> <i>Consider group supervision requirements, individual needs, travel and hazards in the environment used.</i>	Generic controls are being applied? <i>If not detail in further actions</i>	Risk when all generic controls are applied
<b>ALL PUPILS MUST BE SUPERVISED AT ALL TIMES BY AN ADULT INSIDE THE PLAYGROUND AREA.</b>					
Trip / Slip / Falls	Pupils / Staff / Parents Injury / Death	Pupils must not run through the equipment.	Adult / close supervisions essential at all times	Yes	Low / Med
Falls from equipment	Pupils / Staff / Parents Injury / Death	<ul style="list-style-type: none"> <li>Pupils must not climb on top of equipment not provided for that purpose.</li> <li>Any other falls will be from low height and protected by safety surface.</li> </ul>	Ratio of 1:10 adults to children is essential at all times. Notices to be placed in playground Information for teachers on Inset	Yes	Low
Over-crowding on the equipment	Pupils / Staff / Parents Injury / Death	<ul style="list-style-type: none"> <li>No more than 4 people to be on any part of the equipment at any time.</li> </ul>	One adult needs to be placed by each piece of equipment close supervision is essential.	Yes	Low
Running on to the track by the field	Pupils / Staff / Parents Injury / Death	<ul style="list-style-type: none"> <li>No child to go through gate on track side of playground without adult supervision.</li> </ul>	Pupils not to be allowed to cross track unsupervised.	Yes	Low
Natural Play (Log)	Pupils / Staff / Parents Injury / Death	<ul style="list-style-type: none"> <li>Three children at any time on the natural play log</li> <li>Children must not jump off.</li> <li>Children must get on the log without aid.</li> </ul>	Adult / close supervisions essential at all times	Yes	Low
Update	Pupils / Staff / Parents Injury / Death	<b>All children and adults using the play equipment should use hand sanitiser before and after using it. This will be RA daily due to the material the equipment is made from.</b>	<b>Hand sanitiser kept at the gate.</b>	Yes	Low / Med
See Generic RA 41 Playgrounds and Adventure Playgrounds. Refer to 'Day Centres Codes of Practice' booklet					

Plus have regard for nature of the group, any pre-existing medical conditions, and continually risk assess throughout activity.

These are Specific

ing key hazards and control measures associated with visits or activities.

**Nottinghamshire County Council Specific Risk Assessment  
Children, Families and Cultural Services**

**NUMBER P11 Adventure Playground**



Nottinghamshire  
County Council

Assessment carried out by: **Keith Rider**

Date: June 2021

# Nottinghamshire County Council Specific Risk Assessment Children, Families and Cultural Services



Nottinghamshire  
County Council

## NUMBER P12 Evacuee Day

Hazards Considered <i>Step 1</i>	Who might be harmed and how <i>Step 2</i>	Existing Control Measures: <i>Step 3</i>	Further action - <i>Step 3</i> <i>Consider group supervision requirements, travel and hazards in the environment used.</i>	Generic controls are applied? <i>If not detail in further actions</i>	Risk when all generic controls are applied
Entry and exit of Anderson Shelter	Pupils / Parents / Staff Slips / Trips / Falls / Bumps to Head	<ul style="list-style-type: none"> <li>Pupils given safety talk to the correct procedure for entering and exiting the shelter.</li> <li>Care going through entrance.</li> <li>Adequate close supervision of pupils.</li> <li>Warn of uneven floor, adult supervision.</li> <li>Maximum of 15 pupils in the shelter.</li> <li>First Aid Kit on site with access to qualified first aiders.</li> </ul>	Check slipperiness of steps each session	Yes	Low
Visit to Royal Lancers Museum	Pupils / Parents / Staff Slips / Trips / Falls	<ul style="list-style-type: none"> <li>Close supervision.</li> <li>First Aid kit carried ( safety packs )</li> </ul>	Liaison with museum staff for potential risks.	Yes	Low
Vehicles	Pupils / Parents / Staff Injury / Death	<ul style="list-style-type: none"> <li>All pupils / staff etc to walk on the right hand side of road, together and stop when vehicles go past.</li> <li>Adults to walk on road side of pupils.</li> <li>Adequate close supervision of pupils.</li> </ul>		Yes	Low
Covid-19	Pupils / Parents / Staff Injury / Death	<ul style="list-style-type: none"> <li>Perlethorpe staff will sit outside the Anderson Shelter to maintain social distance.</li> <li>Perlethorpe staff to keep 2m distance where possible during 'suitcase' activity</li> <li>Perlethorpe staff to keep 2m distance during 'Billeting' activity.</li> <li>Suitcases and pencils used to be sanitised and left for 72h where possible.</li> </ul>		Yes	Low
Update	Pupils / Staff / Parents Injury / Death	<b>Due to restrictions being eased this activity will be offered again. The NCC tutor will stay at the front of the class during the indoor part of the session.</b>		Yes	Low

Plus have regard for nature of the group, any pre-existing medical conditions, and continually risk assess throughout activity.

These are Specific

ing key hazards and control measures associated with visits or activities.

**Nottinghamshire County Council Specific Risk Assessment  
Children, Families and Cultural Services**

**NUMBER P12 Evacuee Day**



Nottinghamshire  
County Council

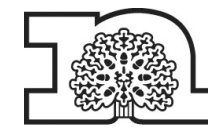
Assessment carried out by: **Keith Rider**

Date: June 2021



# Nottinghamshire County Council Specific Risk Assessment

## Children, Families and Cultural Services



Nottinghamshire  
County Council

### NUMBER P13 Orienteering Festival

Hazards Considered <i>Step 1</i>	Who might be harmed and how <i>Step 2</i>	Existing Control Measures: <i>Step 3</i>	Further action - <i>Step 3</i> <i>Consider group supervision requirements, individual needs, travel and hazards in the environment used.</i>	Generic controls are being applied? <i>If not detail in further actions</i>	Risk when all generic controls are applied
Asthma	Pupils / Parents / Staff Illness / Death	Inhalers to be carried with you at all times not left in the classroom.	Mentioned during introduction (safety talk)	Yes	Low
Slip / Trip / Fall	Pupils / Parents / Staff Injury / Death	<ul style="list-style-type: none"> <li>First Aid Kit on site with access to qualified first aiders.</li> <li>Appropriate staff per pupil ratio and supervision.</li> </ul>	Guidance notes sent to schools (including correct clothing)	Yes	Low
Dogs	Pupils / Parents / Staff Injury / Death	Pupils advised how to behave when dogs are about not to go up to them but leave all dogs alone.	Introductory safety talk covers this	Yes	Low
Weather	Pupils / Parents / Staff Illness / Injury / Death	Appropriate staff pupil ratio and supervision and appropriate clothing.	Termly planning meetings are offered for the Festivals.	Yes	Low
Poisonous plants / Fungi	Pupils / Parents / Staff Illness / Death	Pupils warned about hazards also wash hands before eating.	Introduction safety talk	Yes	Low
Getting Lost	Pupils / Parents / Staff Injury / Abduction / Death	<ul style="list-style-type: none"> <li>Pupils in pairs/three's.</li> <li>Adults placed at strategic points.</li> <li>Map reading skills taught well at beginning of activity.</li> <li>Safety parameters stressed – boundaries and time limits.</li> <li>Counting pupils regularly and also at the end of activity.</li> </ul>	Introduction safety talk	Yes	Low
Visitors to the Park	Pupils / Parents / Staff Injury / Abduction / Death	Pupils instructed on correct behaviour etc not to approach strangers. Stranger Danger. See also above.	Introduction safety talk	Yes	Low

*These are Specific risk assessments identifying key hazards and control measures associated with visits or activities.*

# Nottinghamshire County Council Specific Risk Assessment

## Children, Families and Cultural Services

### NUMBER P13 Orienteering Festival



Nottinghamshire  
County Council

Hazards Considered <i>Step 1</i>	Who might be harmed and how <i>Step 2</i>	Existing Control Measures: <i>Step 3</i>	Further action - <i>Step 3</i> <i>Consider group supervision requirements, individual needs, travel and hazards in the environment used.</i>	Generic controls are being applied? <i>If not detail in further actions</i>	Risk when all generic controls are applied
Vehicles	Pupils / Parents / Staff Injury / Death	<ul style="list-style-type: none"> <li>School bus and cars must park in the school car park provided.</li> <li>Pupils made aware of road safety.</li> </ul>	Introduction safety talk	Yes	Low / Med
Update	Pupils / Staff / Parents Injury / Death	<b>Due to the new National Restrictions regarding the mixing of 'bubbles' this activity is no longer offered at Perlethorpe EEC.</b>		Yes	Low
<p align="center"><b>See Generic RA 20 Orienteering Event.</b> <b>Refer to 'Day Centres Codes of Practice' booklet</b></p>					

Plus have regard for nature of the group, any pre-existing medical conditions, and continually risk assess throughout activity.

Assessment carried out by: <b>Keith Rider</b> 	Date: June 2021
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# Nottinghamshire County Council Specific Risk Assessment Children, Families and Cultural Services

## NUMBER P14 Lunch



Nottinghamshire  
County Council

Hazards Considered <i>Step 1</i>	Who might be harmed and how <i>Step 2</i>	Existing Control Measures: <i>Step 3</i>	Further action - <i>Step 3</i> <i>Consider group supervision requirements, individual needs, travel and hazards in the environment used.</i>	Generic controls are being applied? <i>If not detail in further actions</i>	Risk when all generic controls are applied
Slips / Trips / Falls	Pupils / Parents / Staff Injury / Death	<ul style="list-style-type: none"> <li>When it is lunch time the visiting teachers and adults are in charge of the children.</li> <li>Someone should be in the playground keeping watch at all times.</li> <li>Someone should be in the adventure play ground to make sure there are no more than four children to each piece of equipment.</li> <li>Advice given to take care when sitting on picnic benches.</li> <li>Signs put up to remind people.</li> </ul>	No running in the classrooms. Supervision needed in the Victorian room.	Yes	Low / Med
Dusty Ground	Pupils / Parents / Staff Injury / Illness	Provision made with eye sluice equipment in event of emergency.	Refer to risk assessment: Adventure Playground	Yes	Low
Loose / Broken Branches	Pupils / Parents / Staff Injury	<ul style="list-style-type: none"> <li>Children should be supervised at all times when inside it.</li> <li>Weekly inspections of the Willow Sculpture for damage.</li> </ul>		Yes	Low
<p align="center"><b>Refer to NCC building RA's</b> <b>Refer to 'Day Centres Codes of Practice' booklet</b></p>					

Plus have regard for nature of the group, any pre-existing medical conditions, and continually risk assess throughout activity.

Assessment carried out by: **Keith Rider**

Date: June 2021

# Nottinghamshire County Council Specific Risk Assessment Children, Families and Cultural Services

## NUMBER P15 Christmas Nativity



Hazards Considered <i>Step 1</i>	Who might be harmed and how <i>Step 2</i>	Existing Control Measures: <i>Step 3</i>	Further action - <i>Step 3</i> <i>Consider group supervision requirements, individual needs, travel and hazards in the environment used.</i>	Generic controls are being applied? <i>If not detail in further actions</i>	Risk when all generic controls are applied
<b>Walk from Nazareth (Centre) to Bethlehem (Deer Barn)</b>					
Vehicles	Pupils / Staff / Parents Injury / Death	<ul style="list-style-type: none"> <li>First Aid kit carried ( safety packs )</li> <li>All pupils, staff etc to walk on the right hand side of road, together and stop when vehicles go past.</li> <li>Adults to walk on road side of pupils.</li> <li>While walking through field, adults should walk on fence side of pupils.</li> <li>Adequate close supervision of pupils while crossing the cross roads.</li> </ul>	Inset Training and see Codes of Practice	Yes	Low / Med
<b>Christmas Crafts in the Centre</b>					
Farming or Forestry Activities	Pupils / Staff / Parents Injury / Death	<ul style="list-style-type: none"> <li>Adhere to any special circumstances or, warning notices.</li> <li>Signs to warn drivers of Children on site.</li> <li>Children reminded that Perlethorpe is a working farm.</li> </ul>	Inset Training and see Codes of Practice	Yes	Low
Update	Pupils / Staff / Parents Injury / Death	<b>Due to current restrictions we are only offering a reduced Nativity programme, NCC staff are no longer allowed in the Nativity Barn while the children are in there. This element will become 'self-led' Perlethorpe Centre will also have a break between groups of one day.</b>		Yes	Low
<p style="text-align: center;">See Generic RA 7 Walks in normal country, RA 17 Visits to farms Refer to the Specific RA P9 'Working in the Centre'. Refer to 'Day Centre's Codes of Practice' booklet</p>					

Plus have regard for nature of the group, any pre-existing medical conditions, and continually risk assess throughout activity.

Assessment carried out by: **Keith Rider**

Date: June 2021

# Nottinghamshire County Council Specific Risk Assessment Children, Families and Cultural Services

## NUMBER P16 St John's Church and Churchyard



Nottinghamshire  
County Council

Hazards Considered <i>Step 1</i>	Who might be harmed and how <i>Step 2</i>	Existing Control Measures: <i>Step 3</i>	Further action - <i>Step 3</i> <i>Consider group supervision requirements, individual needs, travel and hazards in the environment used.</i>	Generic controls are being applied? <i>If not detail in further actions</i>	Risk when all generic controls are applied
<b>Activities in the Church</b>					
Trips / Slips / Falls	Pupils / Parents / Staff Injury / Death	<ul style="list-style-type: none"> <li>Pupils given safety talk to the possible hazards whilst being in the church.</li> <li>Adequate close supervision of pupils.</li> <li>Warn of uneven floor, no pupils to go up steps to pulpit, be careful around lecterns (falling over).</li> <li>First Aid Kit on site with access to qualified first aiders.</li> <li>Site pre visited by leader.</li> <li>Put an adult at the entrance.</li> </ul>	Check slipperiness of floor each session	Yes	Low
<b>Going outside unsupervised</b>					
Trips / Slips / Falls	Pupils Injury / Abduction / Death	Pupils are remotely supervised, they work in groups, pupils never on their own.		Yes	Low
Update	Pupils / Staff / Parents Injury / Death	Due to restrictions being eased this activity will be offered again. The NCC tutor will stay at the front of the class during the indoor part of the session.		Yes	Low
<p>See Generic RA 39 Castles, historic buildings etc</p> <p>Refer to Specific RA P10 'Walks around sites near Centre / all Outdoor Activities'</p> <p>Refer to 'Day Centres Codes of Practice' booklet</p>					

Plus have regard for nature of the group, any pre-existing medical conditions, and continually risk assess throughout activity.

Assessment carried out by: **Keith Rider**

Date: June 2021

# Nottinghamshire County Council Specific Risk Assessment Children, Families and Cultural Services

## NUMBER P17 Field Studies on Budby Heathland



Nottinghamshire  
County Council

Hazards Considered <i>Step 1</i>	Who might be harmed and how <i>Step 2</i>	Existing Control Measures: <i>Step 3</i>	Further action - <i>Step 3</i> <i>Consider group supervision requirements, individual needs, travel and hazards in the environment used.</i>	Generic controls are being applied? <i>If not further actions</i>	Risk when all generic controls are applied
Poisonous plants / fungi	Pupils / Parents / Staff Illness / Death	<ul style="list-style-type: none"> <li>Pupils given safety talk before setting out. Warned not to touch fungi, eat berries.</li> <li>Wash hands before lunch.</li> </ul>	Teachers Inset Training essential	Yes	Low
Insect bites / stings	Pupils / Parents / Staff Illness / Death	First Aid kit carried.		Yes	Low
Weather	Pupils / Parents / Staff Injury/Illness/Death	Consider weather conditions adequate clothing.		Yes	Low
Asthma attack / allergy	Pupils / Parents / Staff Illness / Death	<ul style="list-style-type: none"> <li>Hands always washed after activities.</li> <li>Pupils in groups with close adult supervision at all times.</li> <li>Asthma inhalers carried to site.</li> </ul>		Yes	Low
Hazardous litter	Pupils / Parents / Staff Injury / Illness / Death	No picking up of glass or hazardous items.		Yes	Low
Dogs	Pupils / Parents / Staff Injury / Death	Pupils warned about how to behave when dogs about – no touching animals met on site.		Yes	Low
Becoming lost / Intruders	Pupils / Parents / Staff Injury / Abduction / Death	<ul style="list-style-type: none"> <li>Relevant maps given to staff and parents.</li> <li>Regular counting of heads.</li> <li>Public are noticed by teaching staff (no child to be alone).</li> </ul>	Teachers Inset Training essential	Yes	Low
Hygiene	Pupils / Parents / Staff Illness	<ul style="list-style-type: none"> <li>Hands washed after activities.</li> <li>Copies of all relevant codes given out at start of day to ensure best practice and awareness.</li> </ul>		Yes	Low
Update	Pupils / Staff / Parents Injury / Death	<b>This activity is no being offered during the current restrictions</b>		Yes	Low
<b>See Generic RA 32 Woodland Activities and RA 7 Walks in Normal Country. Refer to “Day Centres’ Codes of Practice” booklet</b>					

Plus have regard for nature of the group, any pre-existing medical conditions, and continually risk assess throughout activity.

These are Specific

ing key hazards and control measures associated with visits or activities.

**Nottinghamshire County Council Specific Risk Assessment  
Children, Families and Cultural Services**

**NUMBER P17 Field Studies on Budby Heathland**



Nottinghamshire  
County Council

Assessment carried out by: **Keith Rider**

Date: June 2021

# Nottinghamshire County Council Specific Risk Assessment Children, Families and Cultural Services



Nottinghamshire  
County Council

## NUMBER P18 Overnight Camping

Hazards Considered Step 1	Who might be harmed and how Step 2	Existing Control Measures: Step 3	Further action - Step 3 Consider group supervision requirements, individual needs, travel and hazards in the environment used.	Generic controls are being applied? If not detail in further actions	Risk when all generic controls are applied
Camp Cooking	Pupils / Staff Injury / Burns	<ul style="list-style-type: none"> <li>Brief and training on use of stoves from OEE staff to supervising adult / correct equipment / storage of fuel / supervised use / first aider on site.</li> <li>Camping gas stoves to be used outside.</li> <li>OEE staff to check operation prior to group usage.</li> </ul>	Inset Training and see codes of practice <u>Update Sept 2017</u>	Yes	Low
Weather	Pupils / Staff Illness / Injury	<ul style="list-style-type: none"> <li>Advice from forecast daily / use of appropriate clothing / equipment.</li> <li>Group can shelter in the centre.</li> <li>Assessed by NCC Fire Team.</li> </ul>		Yes	Low
Co-habiting tents	Pupils / Staff Illness / Injury	<ul style="list-style-type: none"> <li>With younger pupils, adult camping nearby</li> <li>Older pupils – full brief given by school staff.</li> </ul>		Yes	Low
Camping Overnight	Pupils / Staff Illness / Injury	<ul style="list-style-type: none"> <li>Adult sleeping in tent nearby with younger pupils.</li> <li>Older pupils have access to adult via unlocked door in main centre.</li> <li>Information sheet supplied to school to issue to parents re: arrangements.</li> </ul>		Yes	Low
Intruders / Security	Pupils / Staff Injury / Abduction / Death	<ul style="list-style-type: none"> <li>Adult sleeping in tent nearby.</li> <li>Village in semi-private location.</li> <li>Safety talk before activity - 'Stranger Danger'.</li> <li>Electric gate will be closed at all times.</li> </ul>		Yes	Low
Equipment Failure	Pupils / Staff Injury / Death	<ul style="list-style-type: none"> <li>Equipment used has been properly maintained and checked before use.</li> <li>Tents erected by competent staff.</li> </ul>	Staff monitor guy lines and equipment daily	Yes	Low
Update	Pupils / Staff / Parents Injury / Death	Due to restrictions being eased this activity will be offered again.		Yes	Low
See Generic RA 23 Standing Camps					

Plus have regard for nature of the group, any pre-existing medical conditions, and continually risk assess throughout activity.

These are Spec

fying key hazards and control measures associated with visits or activities.



**Nottinghamshire County Council Specific Risk Assessment  
Children, Families and Cultural Services**

**NUMBER P18 Overnight Camping**



Nottinghamshire  
County Council

Assessment carried out by: **Keith Rider**

Date: June 2021

# Nottinghamshire County Council Specific Risk Assessment Children, Families and Cultural Services



Nottinghamshire  
County Council

## NUMBER P19 Camp Fire

Hazards Considered <i>Step 1</i>	Who might be harmed and how <i>Step 2</i>	Existing Control Measures: <i>Step 3</i>	Further action - <i>Step 3</i> <i>Consider group supervision requirements, individual needs, travel and hazards in the environment used.</i>	Generic controls are being applied? <i>If not detail in further actions</i>	Risk when all generic controls are applied
Fire	Pupils / Staff Burns / Injury / Death	<ul style="list-style-type: none"> <li>On arrival, tutor must seat the group in a carefully controlled manner.</li> <li>Tutors should ensure that the campfire is lit prior to the group arriving.</li> <li>Group must be positioned a safe distance away and briefed to stay at a designated distance from the fire.</li> <li>Group must remain seated at all times throughout the campfire, and tutor to remain vigilant at all times</li> </ul>		Yes	Low
Extinguishing the fire	Pupils / Staff Injury	<ul style="list-style-type: none"> <li>Tutors must ensure that group are a safe distance away before attempting to put out the fire.</li> <li>The fire should be extinguished until all the embers have stopped glowing.</li> </ul>		Yes	Low
Fire getting out of control	Pupils / Staff Injury / Death	<ul style="list-style-type: none"> <li>Any spare wood should remain a safe distance away from the fire.</li> <li>A bucket of water should always be at the activity area to put the fire out when needed.</li> <li>Campfire activity must be carried out in designated Area</li> </ul>		Yes	Low
Building works	Pupils / Staff Injury / Death	<ul style="list-style-type: none"> <li>Refer to NCC building RA's Summer 2015</li> <li>Correct safety talk.</li> <li>Activities adapted to building works.</li> <li>Clear communication with contractors and NCC project manager.</li> </ul>	On-going safety talks as necessary.	Yes	Low
<b>See Generic RA 32 Woodland Activities</b>					

Plus have regard for nature of the group, any pre-existing medical conditions, and continually risk assess throughout activity.

Assessment carried out by: **Keith Rider**

Date: June 2021

# Nottinghamshire County Council Specific Risk Assessment

## Children, Families and Cultural Services



Nottinghamshire  
County Council

### NUMBER P20 Vikings of Perlethorpe

Hazards Considered <i>Step 1</i>	Who might be harmed and how <i>Step 2</i>	Existing Control Measures: <i>Step 3</i>	Further action - <i>Step 3</i> <i>Consider group supervision requirements, individual needs, travel and hazards in the environment used.</i>	Generic controls are being applied? <i>If not detail in further actions</i>	Risk when all generic controls are applied
Vehicles	Pupils / Parents / Staff Injury / Death	<ul style="list-style-type: none"> <li>First Aid kit carried (safety packs).</li> <li>All pupils, staff etc to walk on the right hand side of road, together and stop when vehicles go past.</li> <li>Adults to walk on road side of pupils.</li> <li>While walking through field adults should walk on fence side of pupils.</li> <li>Adequate close supervision of pupils while crossing the cross roads.</li> </ul>	Inset Training and see Codes of Practice	Yes	Low / Med
Farming or Forestry Activities	Pupils / Parents / Staff Injury / Death	<ul style="list-style-type: none"> <li>Adhere to any special circumstances or, warning notices.</li> <li>Signs to warn drivers of Children on site.</li> <li>Children reminded that Perlethorpe is a working farm.</li> </ul>		Yes	Low / Med
Viking Shelters	Pupils / Parents / Staff Injury / Death	Refer to the Specific RA P8 'Shelter Building'.		Yes	Low
Flour grinding (Querns)	Pupils / Parents / Staff Injury	<ul style="list-style-type: none"> <li>First Aid kit carried ( safety packs )</li> <li>All pupils, staff etc to have a full introduction of the activity.</li> <li>Adults to lift quern tops not the children.</li> <li>Children should leave all parts of the quern on the floor/ bench depending on location of quern.</li> </ul>		Yes	Low / Med
Viking Jewellery	Pupils / Parents / Staff Injury	<ul style="list-style-type: none"> <li>Care to be taken when using the hammer.</li> <li>Clear instruction given to group.</li> </ul>		Yes	Low / Med

# Nottinghamshire County Council Specific Risk Assessment

## Children, Families and Cultural Services



Nottinghamshire  
County Council

### NUMBER P20 Vikings of Perlethorpe

Hazards Considered Step 1	Who might be harmed and how Step 2	Existing Control Measures: Step 3	Further action - Step 3 <i>Consider group supervision requirements, individual needs, travel and hazards in the environment used.</i>	Generic controls are being applied? <i>If not detail in further actions</i>	Risk when all generic controls are applied
Covid-19	Pupils / Parents / Staff Injury	<ul style="list-style-type: none"> <li>Groups of more than 1 class will not be permitted to use the Viking costumes.</li> <li>Perlethorpe staff to keep 2m where possible inside the Viking house / use face covering if needed. Keep door open.</li> <li>children are not to go inside the Viking tents due to the potential of the Covid virus staying within the fabric.</li> <li>children and staff are to sanitise hands before and after each rotation of activities.</li> <li>at the end of the day hammers and shields will be cleaned down.</li> </ul>		Yes	Low
Update	Pupils / Staff / Parents Injury / Death	<b>Due to restrictions being eased this activity will be offered again. The NCC tutor will stay at the front of the Viking house during the indoor part of the session. All equipment will be sanitised after each 'bubble' Group restrictions to one class.</b>		Yes	Low
<p align="center"><b>See Generic RA 7 Walks in Normal Country and RA 17 Visits to Farms</b>  <b>Refer to 'Day Centre's Codes of Practice' booklet.</b></p>					

Plus have regard for nature of the group, any pre-existing medical conditions, and continually risk assess throughout activity.

Assessment carried out by: **Keith Rider**

Date: June 2021

# Nottinghamshire County Council Specific Risk Assessment

## Children, Families and Cultural Services



Nottinghamshire  
County Council

### NUMBER P21 World War 1/ The Great War

Hazards Considered <i>Step 1</i>	Who might be harmed and how <i>Step 2</i>	Existing Control Measures: <i>Step 3</i>	Further action - <i>Step 3</i> <i>Consider group supervision requirements, individual needs, travel and hazards in the environment used.</i>	Generic controls are being applied? <i>If not detail in further actions</i>	Risk when all generic controls are applied
<b>Walk from Perlethorpe EEC to QRLNY museum</b>					
Vehicles	Pupils / Parents / Staff Injury / Death	<ul style="list-style-type: none"> <li>First Aid kit carried (safety packs).</li> <li>All pupils, staff etc to walk on the right hand side of road, together and stop when vehicles go past.</li> <li>Adults to walk on road side of pupils.</li> <li>While walking through field adults should walk on fence side of pupils.</li> <li>Adequate close supervision of pupils while crossing the cross roads. <ul style="list-style-type: none"> <li>Walk in straight line through car park at Thoresby Courtyard</li> </ul> </li> </ul>	Inset Training and see Codes of Practice	Yes	Low/ Med
Visit to QRLNY museum	Pupils / Parents / Staff Slips / Trips / Falls	<ul style="list-style-type: none"> <li>Close supervision. (open to public)</li> <li>First Aid kit carried ( safety packs )</li> <li>Use of artefacts (follow instructions while using)</li> <li>Using head phones, should stand still so stereo isn't pulled down</li> </ul>	Liaison with museum staff for potential risks.	Yes	Low
<b>Use of River Meden for second half of visit</b>					
Weils Disease	Pupils / Staff / Parents Illness / Death	<ul style="list-style-type: none"> <li>State of water assessed by leader (eg algae).</li> <li>Pupils given safety talk before activity (eg no hands in eyes or mouth or nose during activity).</li> <li>Wellingtons to be worn at all times.</li> <li>Weil's disease Information given to teachers and parents.</li> <li>First Aid pack at site.</li> <li>Cover all cuts / grazes on hands with waterproof plasters or gloves.</li> <li>No pushing or splashing.</li> <li>Wash hands and disinfect equipment as soon as possible after activity (use wet wipes on site if appropriate).</li> </ul>	Inset Training and Codes of Practice. Cards given to teachers on day of activity.	Yes	Low

*These are Specific risk assessments identifying key hazards and control measures associated with visits or activities.*

# Nottinghamshire County Council Specific Risk Assessment Children, Families and Cultural Services

## NUMBER P21 World War 1/ The Great War



Nottinghamshire  
County Council

Hazards Considered <i>Step 1</i>	Who might be harmed and how <i>Step 2</i>	Existing Control Measures: <i>Step 3</i>	Further action - <i>Step 3</i> <i>Consider group supervision requirements, individual needs, travel and hazards in the environment used.</i>	Generic controls are being applied? <i>If not detail in further actions</i>	Risk when all generic controls are applied
Falling in water	Pupils / Staff / Parents Drowning / Injury / Death	<ul style="list-style-type: none"> <li>Only use steps or platforms to dip or enter water.</li> <li>Close adult supervision of small groups in well-defined area.</li> <li>Spare clothing on site.</li> <li>Site access inspected before activity by leader (speed and depth of river).</li> <li>Throwing line taken when by lake or deeper water.</li> </ul>		Yes	Low
Objects Underwater (eg Ex WWII ammunition)	Pupils / Staff / Parents Injury / Death	<ul style="list-style-type: none"> <li>River checked before / during session.</li> <li>Advice taken from NCC H&amp;S Team</li> <li>River has been swept/checked twice by professional ordnance company. No findings.</li> </ul>		Yes	Low
<b>Update</b>	<b>Pupils / Staff / Parents Injury / Death</b>	<b>This activity is not being offered during the current restrictions</b>		<b>Yes</b>	<b>Low</b>
<b>See Generic RA 11 Field Studies in or by Inland Water. Refer to 'Day Centres Codes of Practice' booklet.</b>					

Plus have regard for nature of the group, any pre-existing medical conditions, and continually risk assess throughout activity.

Assessment carried out by: **Keith Rider**

Date: January 2021

# Nottinghamshire County Council Specific Risk Assessment

## Children, Families and Cultural Services

### NUMBER P22 Saxon Activity Day



Nottinghamshire  
County Council

Hazards Considered <i>Step 1</i>	Who might be harmed and how <i>Step 2</i>	Existing Control Measures: <i>Step 3</i>	Further action - <i>Step 3</i> <i>Consider group supervision requirements, individual needs, travel and hazards in the environment used.</i>	Generic controls are being applied? <i>If not detail in further actions</i>	Risk when all generic controls are applied
Vehicles	Pupils / Parents / Staff Injury / Death	<ul style="list-style-type: none"> <li>First Aid kit carried (safety packs).</li> <li>All pupils, staff etc to walk on the right hand side of road, together and stop when vehicles go past.</li> <li>Adults to walk on road side of pupils.</li> <li>While walking through field adults should walk on fence side of pupils.</li> <li>Adequate close supervision of pupils while crossing the cross roads.</li> </ul>	Inset Training and see Codes of Practice	Yes	Low / Med
Farming or Forestry Activities	Pupils / Parents / Staff Injury / Death	<ul style="list-style-type: none"> <li>Adhere to any special circumstances or, warning notices.</li> <li>Signs to warn drivers of Children on site.</li> <li>Children reminded that Perlethorpe is a working farm.</li> </ul>		Yes	Low / Med
Saxon Orienteering	Pupils / Parents / Staff Injury / Death	Refer to the Specific RA P5 'Orienteering'.		Yes	Low
Wool weaving	Pupils / Parents / Staff Injury	<ul style="list-style-type: none"> <li>First Aid kit carried ( safety packs )</li> <li>All pupils, staff etc to have a full introduction of the activity.</li> <li>Adult to be with children at all times.</li> <li>Children should take care not to get wool fibres in eyes, do not tie bracelets tight on wrist</li> </ul>		Yes	Low / Med
Artefacts Dig	Pupils / Parents / Staff Injury	<ul style="list-style-type: none"> <li>Care to be taken when using the small spades</li> <li>Clear instruction given to group.</li> </ul> Do not throw sand / soil		Yes	Low / Med

# Nottinghamshire County Council Specific Risk Assessment

## Children, Families and Cultural Services



Nottinghamshire  
County Council

### NUMBER P22 Saxon Activity Day

Hazards Considered <i>Step 1</i>	Who might be harmed and how <i>Step 2</i>	Existing Control Measures: <i>Step 3</i>	Further action - <i>Step 3</i> <i>Consider group supervision requirements, individual needs, travel and hazards in the environment used.</i>	Generic controls are being applied? <i>If not detail in further actions</i>	Risk when all generic controls are applied
Fires	Pupils / Parents / Staff Injury	<ul style="list-style-type: none"> <li>Fire will be lit and maintained by NCC staff only.</li> <li>Fire to be lit in designated stone fire circle.</li> <li>Water for dousing fire to be kept in the Saxon house and replaced after use ready for next day.</li> <li>Burns kit to be kept in the Saxon house.</li> <li>Children to remain-seated when inside the Saxon house when the fire is lit</li> <li>Good ventilation must be maintained during fire lighting. All doors to the house to be open during fires.</li> <li>Fire will be doused by NCC staff after the children have left the Saxon house and fire will be checked by NCC staff before leaving the site.</li> </ul>	Fire safety brief will be given PRIOR to the group entering the Saxon house. This will include evacuation routes and fire assembly point.	Yes	Medium
Update	Pupils / Staff / Parents Injury / Death	<p><b>Due to restrictions being eased this activity will be offered again. The NCC tutor will stay at the front of the Saxon house by the front double doors during the indoor part of the session. All equipment will be sanitised after each 'bubble'</b></p> <p><b>Group restrictions to one class.</b></p>		Yes	Low
<b>Refer to 'Day Centre's Codes of Practice' booklet.</b>					

Plus have regard for nature of the group, any pre-existing medical conditions, and continually risk assess throughout activity

Assessment carried out by: **Keith Rider**

Date: January 2021



# Nottinghamshire County Council Specific Risk Assessment Children, Families and Cultural Services

## NUMBER P23 Covid-19



Nottinghamshire  
County Council

Hazards Considered <i>Step 1</i>	Who might be harmed and how <i>Step 2</i>	Existing Control Measures: <i>Step 3</i>	Further action - <i>Step 3</i> <i>Consider group supervision requirements, individual needs, travel and hazards in the environment used.</i>	Generic controls are being applied? <i>If not detail in further actions</i>	Risk when all generic controls are applied
Contracting Covid-19	Pupils / Staff/ Illness / Death	<ul style="list-style-type: none"> <li>Risk Assessment shared with all staff</li> </ul>	Inset Training and see Codes of Practice	Yes	Low / Med
	Pupils / Staff/ Illness / Death	<ul style="list-style-type: none"> <li>Make it clear to staff, visiting groups and contractors that nobody who has been diagnosed with, or in close contact with anyone known to have contracted COVID-19 within the last 14 days should attend site.</li> <li>Staff must follow Interim COVID-19 Social Distancing Considerations</li> </ul>		Yes	Low / Med
	Pupils / Staff/ Illness / Death	<ul style="list-style-type: none"> <li>Advise staff, visiting groups and contractors that nobody with a cough, breathing difficulties or flu-symptoms should attend the site.</li> </ul>		Yes	Low / Med
	Pupils / Staff/ Illness / Death	<ul style="list-style-type: none"> <li>Soap and water and hand-sanitiser is available in kitchen for Notts Outdoors staff, in toilet areas for visiting staff and children</li> <li>Hand tissues for drying hands, NOT HAND TOWELS</li> </ul>		Yes	Low / Med

# Nottinghamshire County Council Specific Risk Assessment Children, Families and Cultural Services

## NUMBER P23 Covid-19



Nottinghamshire  
County Council

Hazards Considered <i>Step 1</i>	Who might be harmed and how <i>Step 2</i>	Existing Control Measures: <i>Step 3</i>	Further action - <i>Step 3</i> <i>Consider group supervision requirements, individual needs, travel and hazards in the environment used.</i>	Generic controls are being applied? <i>If not detail in further actions</i>	Risk when all generic controls are applied
Particular control measures for cleaning staff	Pupils / Staff/ Illness / Death	<ul style="list-style-type: none"> <li>Remind group at the start of the visit of the importance of good hand hygiene and washing hands or using hand sanitiser gel through the day</li> <li>Wash hands at start of visit, after using the toilet, after breaks and activities, before food preparation, before eating any food, before leaving</li> <li>Importance of avoiding touching eyes, nose and mouth with unwashed hands</li> <li>Catch your cough or sneeze in a tissue, dispose of properly in a bin and wash hands</li> <li>Posters up around the centre</li> <li>Remind group members to tell a member of staff if they feel unwell.</li> <li>Adhere to 2 meter distancing where possible</li> </ul>		Yes	Low / Med
	Pupils / Staff/ Illness / Death	<ul style="list-style-type: none"> <li>Gloves are available.</li> <li>PPE as noted in NCC guidance and Public Health England latest guidance</li> <li>Recommended cleaning products</li> <li>Discuss any concerns with Head of Centre.</li> </ul>		Yes	Low / Med
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*These are Specific risk assessments identifying key hazards and control measures associated with visits or activities.*

# Nottinghamshire County Council Specific Risk Assessment

## Children, Families and Cultural Services

### NUMBER P23 Covid-19



Nottinghamshire  
County Council

Hazards Considered <i>Step 1</i>	Who might be harmed and how <i>Step 2</i>	Existing Control Measures: <i>Step 3</i>	Further action - <i>Step 3</i> <i>Consider group supervision requirements, individual needs, travel and hazards in the environment used.</i>	Generic controls are being applied? <i>If not detail in further actions</i>	Risk when all generic controls are applied
Staff become ill at work	Pupils / Staff/ Illness / Death	<ul style="list-style-type: none"> <li>If staff do become unwell with atypical symptoms, then they should be sent home with advice to contact NHS 111/999.</li> </ul>	Government test and trace procedures to be followed in full	Yes	Low / Med
Contracting or Spreading the virus	Pupils / Staff/ Illness / Death	<ul style="list-style-type: none"> <li>Cleaning products available throughout session to enable potentially infections surfaces can be cleaned if not available. e.g. door handles or gate closures.</li> <li>Follow COVID-19: Cleaning - MAB guidance</li> </ul>		Yes	Low / Med
Vehicles use	Pupils / Staff/ Illness / Death	<ul style="list-style-type: none"> <li>Only use if necessary</li> <li>Separate individuals as much as possible</li> <li>Ensure vehicle is sanitised before and after use</li> <li>Minimise stops, e.g. fuel/food/toilets</li> <li>Driver and adults to use face covers</li> </ul>	Follow Local and National Government advice, consult NHS guidance if needed.	Yes	Low / Med
Individuals displaying signs or symptoms	Pupils / Staff/ Illness / Death	<ul style="list-style-type: none"> <li>If staff become unwell with atypical symptoms, then they should follow employer and government advice and notify all recent contacts they have had.</li> <li>If Children or carers become unwell with atypical symptoms, then they should follow government advice and notify all recent contacts they have had. NCC lead professionals should establish best response.</li> </ul>	Follow Local and National Government advice, consult NHS guidance if needed.	Yes	Low / Med

# Nottinghamshire County Council Specific Risk Assessment Children, Families and Cultural Services

## NUMBER P23 Covid-19



Nottinghamshire  
County Council

Hazards Considered <i>Step 1</i>	Who might be harmed and how <i>Step 2</i>	Existing Control Measures: <i>Step 3</i>	Further action - <i>Step 3</i> <i>Consider group supervision requirements, individual needs, travel and hazards in the environment used.</i>	Generic controls are being applied? <i>If not detail in further actions</i>	Risk when all generic controls are applied
Underlying Health conditions	Pupils / Staff/ Illness / Death	All individuals should be considered and known medical conditions discussed, any individuals with underlying health conditions should have a specific risk assessment carried out to establish safe participation and working environments. Identifying Characters: 1. Age – Low/Medium/High 2. General Health 3. Underlying Health Conditions	Follow Local and National Government advice, consult NHS guidance if needed.	Yes	Low / Med
Symptomatic during Visit	Pupils / Staff/ Illness / Death	<ul style="list-style-type: none"> <li>If a child becomes Symptomatic during their visit to Perlethorpe EEC they shall be removed and isolated in the 'Stag' residential wooden hut. They will be accompanied by a member of the school staff.</li> <li>Parent / Carer shall be called to come and pick the child up.</li> <li>All areas will be cleaned and sanitised once the child has been collected by their adult.</li> </ul>	Follow Local and National Government advice, consult NHS guidance if needed. Follow visiting school RA on the isolation of children / staff	Yes	Low / Med
Update	Pupils / Staff/ Illness / Death	<ul style="list-style-type: none"> <li>New release of restrictions, only small groups can use the site at the same time if they have separate areas to use.</li> </ul>		Yes	Low

*These are Specific risk assessments identifying key hazards and control measures associated with visits or activities.*