

# **Elysian Premises Plan & Site Risk Assessment**



**Adopted: June 2021**

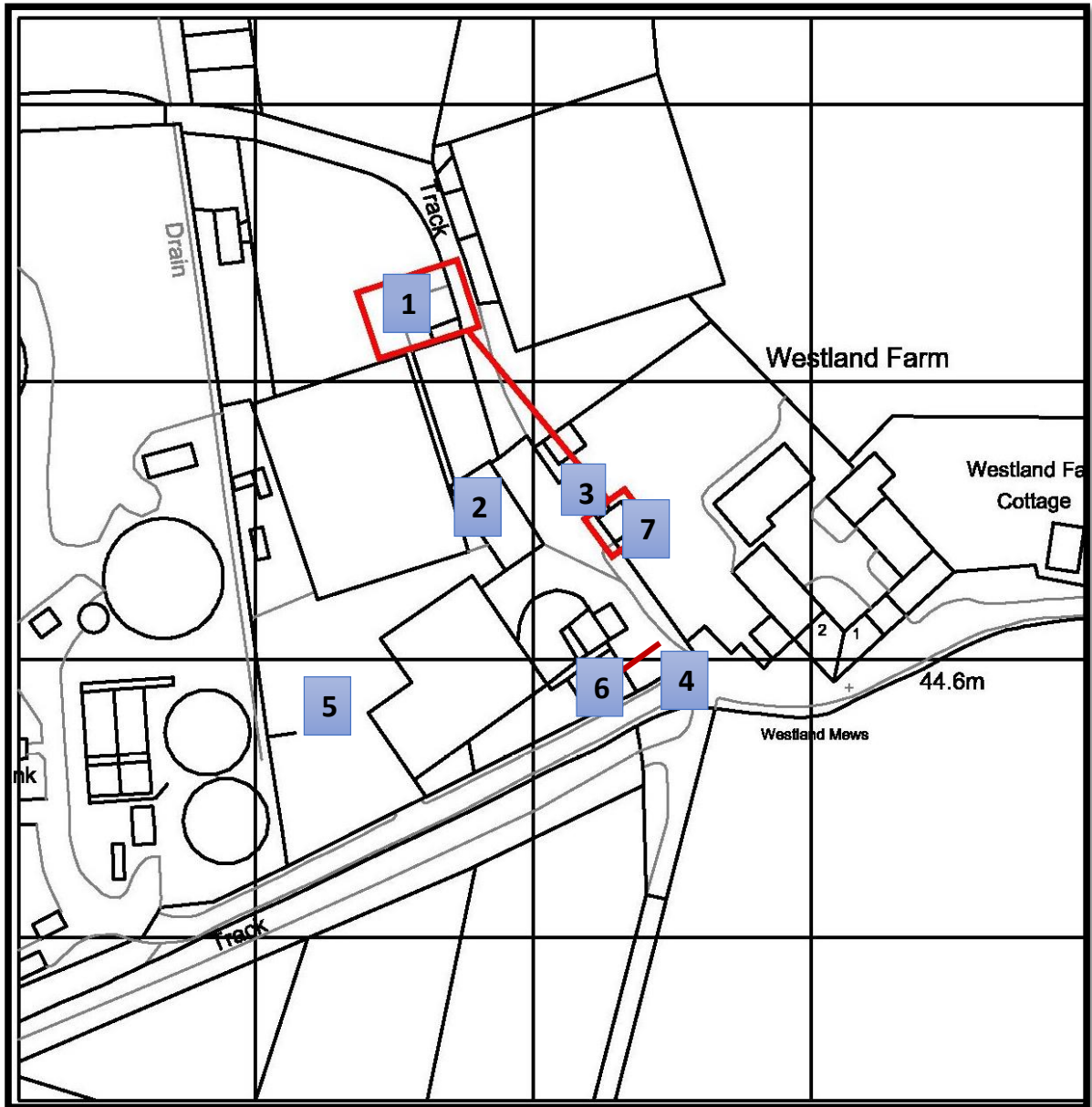
**Date of next review: June 2022**

## WESTLAND FARM SITE PLANS



Ppg Sta = Water Pumping Station. This sits within the farm site but is fenced off on all sides as per the red line.

- |                                  |                      |
|----------------------------------|----------------------|
| 1 = Log Cabin/ Learning Space    | 4 = Entrance Gate    |
| 2 = Hay Barn                     | 5 = Staff Car Park   |
| 3 = Office                       | 6 = Visitor Car Park |
| 7 = Accessible Toilet and Shower |                      |



ACTIVITY/LOCATION	HAZARDS	THOSE AT RISK	RISK LEVEL	ACTION - RISK REDUCTION MEASURES	RISK
<b>General site</b>				All pupils and visitors to be supervised around the site at all times by a member of school staff. Pupils will not be left unattended.	
<b>Contact with animals/Farm environment</b>	Infection and disease from contact with animals	All, especially children and pregnant women	H	Everyone <b>must</b> wash and dry hands using soap and water and paper towels after contact with animals, before eating and when leaving the farm. School staff/carers <b>must</b> supervise pupil's handwashing. Open wounds should be covered with a waterproof dressing. Handwashing facilities available on the farm. Animal faeces regularly swept off paths and animals kept in enclosures Pregnant women should not come into contact with sheep at lambing time. For more information about specific risks see: <a href="http://www.face-online.org.uk/face-news/preventing-or-controlling-ill-health-from-animal-contact-at-visitor-attractions">http://www.face-online.org.uk/face-news/preventing-or-controlling-ill-health-from-animal-contact-at-visitor-attractions</a> <a href="http://www.cdc.gov/parasites/toxoplasmosis/">http://www.cdc.gov/parasites/toxoplasmosis/</a> <a href="http://www.hse.gov.uk/campaigns/farmsafe/ecoli.htm">http://www.hse.gov.uk/campaigns/farmsafe/ecoli.htm</a>	L
	Injury from biting, kicking, trampling	All	M	Animals kept in fenced paddocks or enclosures and are handled with the support of school staff. Visitors are alerted if the animals will be out of their areas. Visitors are not permitted to feed animals except on guided tours with WF staff. WF staff to make groups aware of safe behaviour around the farm.	L
	Allergic reaction to animals or bedding	People with asthma and other allergies	L	Staff/carers are responsible for supporting individuals within their group and should discuss with WF staff any known allergies prior to the visit. Entry into more enclosed areas such as hay barn and animal enclosures are only with permission and under the instruction of WF staff and may not be suitable for children with allergies such as asthma	L
<b>Compost/Manure Heaps</b>	Infections	All	M	No contact with manure or compost heaps (except for arranged activities under the direction of school staff, with specific equipment and clothing)	L
<b>Access to Farm</b>	Road, group members leaving the farm	Children	L	Access to farm via farm drive. Visiting cars to drive under 15mph on farm drive. Only essential cars on school site during school hours – 5mph maximum. Designated parking spaces with signage. Staff to supervise during drop-off and pick-up times	L

<b>Walking on the Farm</b>	Injury from slipping, tripping and falling; uneven cobbles and steps, wet ground	All	H	Pupils and adults to wear suitable clothing and footwear. Farm pathways and yard regularly swept of debris. Due to the uneven nature of some of the ground surfaces, pupils should not run at the farm and will be supervised by school staff	M
<b>Farm Buildings/ Rooms/Areas</b>	Workshops, feed room, log cabins, hay barns – injury from tools/dangerous substances	All	M	Rooms kept closed when not in use. Metal fencing closed and covering hazardous machinery and hay bails. 'No entry' sign displayed.	L
	Kitchen – scalding from hot water	All	L	Individuals only to enter the kitchen with permission and young people attending AATL to enter with WF staff only	L
<b>Contact with Plants/ Fungi</b>	Plant scratches, stings/ allergies. Poisoning from plants/ fungi.	All	M	Pathways/yard to be kept clear of vegetation.	L
<b>Farm Equipment and Tools</b>	Injury from improper use	All	M	Tools stored securely when not in use. Individuals or groups only to use tools with permission and after instruction from designated school staff. Pupils to be closely supervised at all times. Tools kept well-maintained	L
<b>Ponds</b>	Drowning and infection from pond water	Children	M	Contact with the water and activities around ponds or river only to occur by arrangement and under supervision of school staff, with a specific Risk Assessment. All people on site to be instructed in the importance of handwashing following contact with pond/river water.	L
<b>Other farm users</b>	Safeguarding issues	All	M	All school staff and regular volunteers are DBS checked, and operate within the Elysian School Safeguarding Policy. School staff are identified by Farm logo clothing and ID badges	L
<b>Members of the public</b>	Unwanted members of the public who pose a risk to pupils and staff			All staff to be vigilant around the site for members of the public – particularly on the perimeter boundary in outlying fields. Follow lock down procedure if necessary	
	Unfamiliar members of the public			Member of staff to make contact with member of public to ascertain reason for being onsite. Signage around site to require visitors to report to office upon arrival. Report to school office to sign in and be given a visitor's badge	
<b>Fire</b>	Burns, smoke inhalation, trampling	All	L	School to keep daily, accurate register of all people on site - pupils, staff and visitors. In the event of fire leave the farm following instructions from signage and school staff. Meeting point in the designated field opposite	L

**Staff / volunteers Read confirmation**

<b>Name</b>	<b>Sign</b>	<b>Date</b>