

	RISK ASSESSMENT	RA No.	EE2
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Use of Outdoor Spaces – Earth Trust Centre by Environmental Education

Assessment date: 09/07/2024
Review date: 08/01/2025 (within 1 years)
Work area: Outdoor spaces – Earth Trust Centre
Reason for Assessment: Ongoing Assessment
Assessor: Stuart Ritchie (Environmental Education Manager)

Part 1 – Hazard Identification and Method Statement	
1. General Description of the Work Area	Associated Hazards
Mixed outdoor area including: <ul style="list-style-type: none"> - Wildlife pond with boardwalk - Rainwater garden - Outdoor toilet block - Wildflower meadow - Lawn with picnic benches - Kitchen garden - Fire pit and pizza oven - Orchard and outdoor classroom with steps, sink and electrical points. 	<ul style="list-style-type: none"> - Falling into water - Slips, Trips and Falls - Trapped Fingers - Stings, Allergies and Ticks - Falling out of a tree - Bacteria from soil, water and compost - Ingestion of non-edible plants - Burns and scalds - Starting wildfire - Discarded items - Weather associated hazards - Members of the public - Lost children
2. Plant, Equipment and Vehicles	Associated Hazards
<ul style="list-style-type: none"> - Tractor + Farm vehicles - Hand Tools - Fire pit - Fire 'Woks' - Pizza oven 	<ul style="list-style-type: none"> - Collision with vehicle - Falling off tractor step - Cuts or crush injuries - Burns and scalds - Diseases from soil
3. Method Statement	Associated Hazards
Description of how the work will be done and by whom	
Guided working with groups of children (preschool to 18Y/O) in the outdoor spaces with appropriate adult: child ratios. All tutors outdoor first aid trained. First Aid Kits carried by all group leaders. Child supervisors includes tutors, education volunteers, teachers, parents and TA's. Safety briefing issued at the beginning of each session: Site orientation, staying together, setting boundaries.	

Assessor signature/s (all involved should sign): Stuart Ritchie, Environmental Education Manager

Signed off by: Colin Shone, Operations Manager

Part 2 – Detailed Assessment of Risks

Hazard Potential harm and how caused	Persons likely to be affected	Existing control measures	Risk Rating before further measures	Further action required or ongoing measures to control risk	Risk Rating after measures	Corrective Action		
			Likelihood x severity		Likelihood x severity	Who	When	Done
Falling into pond from boardwalk <ul style="list-style-type: none"> Low Slippery surface, impulsive behaviour 	School Children	<ul style="list-style-type: none"> Safety briefing before entering pond area Avoid area with children known to be impulsive around water Grip material on boardwalk Limited number of children on boardwalk at any time 	1L 1S					
Tripping on the slabs at water garden <ul style="list-style-type: none"> Low to Moderate Slippery surface, unsafe behaviour 	School Children	<ul style="list-style-type: none"> Inspecting ice which makes it slippery, when sub-zero temperatures Prevent running in the area through instruction Stop activity if unsafe 	1L 2S					
Trapped fingers in toilet block door <ul style="list-style-type: none"> Low to Moderate 	School Children	<ul style="list-style-type: none"> Supervised entry and exit of toilet block One out, one in 	1L 1S	Install soft close door stop	1			
Nettle stings and thorn scratches <ul style="list-style-type: none"> Low 	School Children	<ul style="list-style-type: none"> Warn of risk of being stung 	1L 1S					

<ul style="list-style-type: none"> Children unaware of stinging plants 		<ul style="list-style-type: none"> Avoid areas when necessary 						
Hay fever attacks <ul style="list-style-type: none"> Low Unavoidable 	Everyone	<ul style="list-style-type: none"> Advise of seasonal pollen risk in pre visit comms 	1L 1S					
Tick bites <ul style="list-style-type: none"> Low/Mode rate Walking through areas with high prevalence of ticks 	Everyone	<ul style="list-style-type: none"> Avoid areas where high densities are known Advise to wear long sleeves and trousers Check for ticks on body after walking through long grass 	1L 1S					
Injury from falling out of a tree <ul style="list-style-type: none"> Severe, broken bones Unsafe behaviour or slipping 	School Children	<ul style="list-style-type: none"> Avoid climbing on unsafe trees Supervise tree climbing-set max height according to ability/age of children Stop/prevent activity if behaviour is deemed unsafe 	1L 2S					
Injury from moving large sticks or logs <ul style="list-style-type: none"> Low to Severe Unsafe behaviour and lack of special awareness 	Everyone	<ul style="list-style-type: none"> Instruct on safe lifting and moving before activity Don't lift anything too heavy without help from others Be aware of who is around you at all times Call out warnings if moving logs, to make others aware 	1L 1S					

		<ul style="list-style-type: none"> Do not throw sticks, logs or pieces of wood 						
<p>Injury from falling off of fire circle logs</p> <ul style="list-style-type: none"> Low to Moderate, twisted ankle, bumps Unsafe behavior, slippery surfaces 	School Children	<ul style="list-style-type: none"> Staff will intervene if behaviour is likely to cause injury Prevent children walking on logs if slippery and wet 	2L 1S					
<p>Bacteria soil and composts – in wounds or ingested</p> <ul style="list-style-type: none"> Moderate/ Severe Contact with open wounds 	School Children	<ul style="list-style-type: none"> Keep open wounds covered with an adhesive dressing/plaster Wear garden gloves when working with soil and compost Wash hands after handling Use hand sanitizer if soap and warm water not available 	1L 2S					
<p>Ingestion of non-edible plants</p> <ul style="list-style-type: none"> Moderate/ Severe Negligence or lack of knowledge 	School Children	<ul style="list-style-type: none"> Intro talk from staff member when entering kitchen garden Only encourage eating plants if part of a planned activity Weed out any toxic, non-edible plants from kitchen garden 	1L 2S					

		<ul style="list-style-type: none"> • Only encourage eating plants if part of a planned activity • Point out edible plants and plants to avoid before starting any activity • Discourage ingestion of any plants until it has been checked by knowledgeable staff 					
<p>Burns and Scalds from small fires</p> <ul style="list-style-type: none"> • Moderate/Severe • Negligence or tripping/slipping 	School Children	<ul style="list-style-type: none"> • Behaviour and activity parameters set before children allowed near fire • Maximal adult supervision around fires • No running inside the fire circle • Fires in woks to be kept very small • Plunge water buckets on hand • Put fire out immediately after use • Children only approach fire if told to • Earth Trust staff/volunteer handles all cooking on the open fire 	1L 2S				
Burns and Scalds from Wood Fired Oven	Everyone	<ul style="list-style-type: none"> • No children are allowed 	1L 2S				

<ul style="list-style-type: none"> • Moderate/ Severe • Accidentally burns from shifting logs, hot coals or hot surfaces 		<p>within 2m of the lit oven</p> <ul style="list-style-type: none"> • No movement behind the oven when it's lit • One Earth Trust staff member operates the wood fired oven at any time • No one touch the outside of the oven when in operation • Close the oven door when finished using – never use water • Full length pizza peel used to move wood and food • Bellows used to clear oven of ash and embers • Avoid putting hands inside the oven 					
<p>Starting wildfire</p> <ul style="list-style-type: none"> • Moderate/ Severe • Negligence 	Every one	<ul style="list-style-type: none"> • Do not light fires under drought conditions • Monitor wind speed and direction if outdoor temperature over 28C 	1L 2S				
<p>Danger from discarded items</p> <ul style="list-style-type: none"> • Low to Severe 	Every one	<ul style="list-style-type: none"> • Check area frequently to prevent contact of items with school 	1L 1S				

		<p>children or the public</p> <ul style="list-style-type: none"> • Dispose of safely by wearing gloves and using a tool. Do not pick up with hands. 						
<p>Weather associated hazards</p> <ul style="list-style-type: none"> • Low to Severe 	School Children	<ul style="list-style-type: none"> • Monitor weather conditions/warnings using the MetOffice • Review annual tree safety survey for dangerous branches • Wear appropriate clothing and advise others to do the same • Take appropriate breaks and advise others to do the same • Ensure children are carrying water bottles in hot temperatures 	1L 1S					
<p>Members of public</p> <ul style="list-style-type: none"> • Low to Severe 	School Children	<ul style="list-style-type: none"> • Make everyone aware that this is a public access site at beginning of the session • Conduct regular head counts • Keep all children in sight at all times 	1L 1S					

Lost children <ul style="list-style-type: none"> • Severe 	School Children	<ul style="list-style-type: none"> • Conduct regular head counts • Keep all children in sight at all times • Stop activity if unsafe 	1L 2S					
Cuts and crush injuries <ul style="list-style-type: none"> • Moderate to Severe 	School Children	<ul style="list-style-type: none"> • Provide training before tool use • Wear protective gloves • Provide training before lifting 	1L 1S					
Collisions with Vehicles <ul style="list-style-type: none"> • Severe • Negligence 	School Children	<ul style="list-style-type: none"> • Safety check before crossing the road • Avoid activity around active farm vehicles 	1L 2S					
Falling from stationary tractor step <ul style="list-style-type: none"> • Moderate 	School Children	<ul style="list-style-type: none"> • Ask children not to climb on tractor steps 	1L 1S					

3x3 RISK MATRIX

		SEVERITY →		
		1	2	3
LIKELIHOOD ↓	1	LOW - 1 -	LOW - 2 -	MEDIUM - 3 -
	2	LOW - 2 -	MEDIUM - 4 -	HIGH - 6 -
	3	MEDIUM - 3 -	HIGH - 6 -	HIGH - 9 -

Part 3 – Review

Category No:	1 Regular review	2 Result of accident	3 Result of near miss	4 Change of process	5 Change of location	6 Personnel change
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Date	Category no	Assessor/s	Comments	Action required	Date closed
09/07/2024	1	Stuart Ritchie			
08/01/2025	1	Stuart Ritchie			

Part 4 – Record of understanding

Date	Name	Signature

To be filled in by all persons responsible for the safety of the relevant task, workplace, event