

WWT Castle Espie Wetland Centre Risk Assessment

Activity	Hazard	Persons at risk	Severity	Likelihood 1 – 5	Measures / comments
School activities on site	Car park traffic	Staff & schools	S	2	Designated safe coach parking to be provided and debussing supervised by school staff essential
	Grounds maintenance	Staff & schools	M	2	Cooperation at all times with grounds staff to stop work when required & H&S officer informed, in advance of all work likely to cause disruption to schools programmes. All such work should be regulated and made safe in accordance with H&S guidelines. Learning staff should be liaised with on a daily basis as to what is happening and forewarned at least a week in advance of any work likely to disrupt schools programme.
	Staff	Schools			All staff vetted to work with children
	Litter and glass	Staff & school	L	2	Grounds to be ready and litter free for all groups
	Uneven ground, icy paths, slipping hazards, resulting in trips and falls.	Staff & Schools	M	2	All groups are supervised by school teachers. Grounds staff to maintain pathways to an acceptable standard.
	Debris and low hanging branches or potentially dangerous foliage or structures.	Staff & Schools	M	2	Paths, structures and foliage should be monitored and assessed for risk by grounds staff and H&S officer. Dangerous and potentially dangerous obstructions or hazards should be dealt with immediately.
	Room facilities. Fixtures and fittings and educational materials	Staff & Schools	L	2	Rooms should be clean and furniture, electrical appliances, educational materials and toilet facilities should be monitored and dealt with appropriately if shortcomings or faults are discovered.
	Adverse weather conditions. Severe flooding, heavy snow, high winds and storm damage.	Staff & Schools	L	4	Schools staff to ensure appropriate clothing is worn for their visit. Shelter to be provided by WWT. In case of severe/dangerous weather conditions, centre to be closed with realistic notice given if possible and at the discretion of the centre manager.

	Insect bites, stings, cuts and abrasions, ingestion of fungi/berries and food allergies.	Staff & Schools	S	4	First aid staff and appropriate equipment always available and where applicable, hazard reduced by removal of cutting risks and stinging/ poisonous plants from areas used by schools. All allergies will be documented by schools on WWT booking form.
	Zoonotic diseases	Staff & Schools	M	1	Verbal warnings are given by WWT staff and hand washing facilities are provided and supervised after contact with potentially infectious elements. Bird collection is monitored and faeces removed prior to school visits where possible. All allergies will be documented by schools on WWT booking form.
	Waterborne diseases / Pond dipping	Staff & Schools	M	1	Verbal warnings are given by WWT staff and hand washing facilities are provided and supervised after contact with potentially infectious elements.
	Grain handling / Feeding birds	Staff & Schools	M	1	Verbal warnings are given by WWT staff and hand washing facilities are provided and supervised after contact with potentially infectious elements. All allergies will be documented by schools on WWT booking form.
	Deep water	Staff & Schools	S	3	Verbal warnings are given by WWT Learning staff, signage is also evident as are life rings at appropriate areas. Where possible, areas of risk are cordoned off.
	Play structure	Staff & Schools	S	3	All structures are monitored and safety records documented on a weekly basis. A separate risk assessment is available for all play structures. Children to be supervised at all times by both WWT staff and school staff.
	Child protection	Children & vulnerable adults	X	0	All WWT are vetted and cleared through the relevant policing policy. It is incumbent on schools to make sure all similar checks are carried out on their own staff.

KEY: Severity: S = severe risk, M = medium risk, L = Low risk

Likelihood: 1 Remote – 5 Frequent