

WWT Welney Wetland Centre Risk Assessment

Hazards/hazardous events	Who is affected	Typical outcome	Current control measures in place	Hazard present?	Risk level
Unloading Children from coach	Children, teachers, staff and visitors	Vehicles driving past or children walking into road	Coach pulls into lay-by outside centre to drop children off before parking. Teacher assembles children.	yes	Low likelihood Adequately controlled
Steps and stairs	Children, teachers, staff and visitors	Cumbersome in wellies – falling over	Children told to hold handrail as descending.	yes	Low likelihood Adequately controlled
Games outside	Children, teachers, staff and visitors	Falling over	Children reminded, by teachers, to act sensibly during running activities and not to harm classmates in any way.	yes	Low likelihood Adequately controlled
Running	Children, teachers, staff and visitors	Falling over	Told to follow teacher at all times. Told to stop and listen if a teacher/ staff member is talking in case need to alert to any danger.	yes	Low likelihood Adequately controlled
Barbed wire fence along screen bank walk	Children, teachers, staff and visitors	Injury	Barbed wire pointed out to children before walking along the walk and instructed to avoid.	yes	Low likelihood Adequately controlled

Adverse weather - summer	Children, teachers, staff and visitors	Heatstroke, sunburn etc	Children asked to bring raincoats, sunhats, suncream etc. Teachers advised to bring drinking water canisters in hot weather.	yes	Low likelihood Adequately controlled
Adverse weather - winter	Children, teachers, staff and visitors	Hypothermia etc	Children asked to bring raincoats and sensible warm clothes including hats and gloves.	yes	Low likelihood Adequately controlled
Pond dipping	Children, teachers, staff and visitors	Weils disease and other illnesses from contact with water.	Covered in safety briefing by teacher. Issuing of vinyl gloves for any children with cuts and grazes. Told not to put hands near mouth/eyes/face. All taken to wash hands direct from pond dipping activity.	yes	Low likelihood Adequately controlled
Pond dipping	Children, teachers, staff and visitors	Falling in	During safety briefing by teacher told to kneel/sit on boardwalk.	yes	Low likelihood Adequately controlled
Looking at plants	Children, teachers, staff and visitors	Being stung by nettles/ cut by sedges	Warned, by a teacher, about nettles and sedges at beginning of activity.	yes	Low likelihood Adequately controlled
Any other emergency	Children, teachers, staff and visitors		Teacher with group always has mobile phone with the centre number. Teacher brings first aid kit.		

Emergency information must be available.

Nearest telephone Reserve Office 01353 860711	Nearest A&E department Queen Elizabeth Hospital Kings Lynn 01553 613613	Quality of mobile phone or radio reception? Reasonable
Access point for emergency services Map of grid references of access points available at reserve office/Centre Managers office/Staff room	Type of access for emergency services Normal for access to visitor centre /office 4WD or Air for access onto reserve	First Aid Cover needed First Aid at Work Where provided? List of current first aiders available at reserve office