

**LICHFIELD DISTRICT COUNCIL**

**GENERAL RISK ASSESSMENT FORM**

**PLEASE NOTE: THIS RISK ASSESSMENT IS FOR GUIDANCE ONLY – TEACHERS ARE ADVISED TO CARRY OUT THEIR OWN RISK ASSESSMENTS PRIOR TO ANY ACTIVITY**

**ESTABLISHMENT:** Beacon Park

**DATE:** December 2012

**ASSESSOR:** Ruth Witczak

**TASK / ACTIVITY / LOCATION / WORK EQUIPMENT:** Self led pond dipping

School session. Pond dipping.

<p><b><u>HAZARDS IDENTIFIED</u></b></p>	<ol style="list-style-type: none"> <li>1. Uneven Ground</li> <li>2. Low branches</li> <li>3. Weather</li> <li>4. Dogs</li> <li>5. Infections</li> <li>6. Lost children + first aid</li> <li>7. Water hazards</li> <li>8. Wildlife</li> </ol>	<p>Slips, trips and falls Cuts, scratches, poke in eye Exposure, falling objects in high winds Bites Scratches/ Tetanus/ Toxicara (dog faeces)/ Leptospirosis (water) Abduction, injury Drowning Bites, stings, cuts, scratches</p>										
<p><b><u>WHO IS AT RISK</u></b> (tick as appropriate)</p>	<table border="1"> <tr> <td>Employees</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Service Users</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Visitors / members of the public</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td>Volunteers</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Contractors</td> <td><input type="checkbox"/></td> </tr> </table>	Employees	<input type="checkbox"/>	Service Users	<input type="checkbox"/>	Visitors / members of the public	<input checked="" type="checkbox"/>	Volunteers	<input type="checkbox"/>	Contractors	<input type="checkbox"/>	<p>Other (please specify):</p>
Employees	<input type="checkbox"/>											
Service Users	<input type="checkbox"/>											
Visitors / members of the public	<input checked="" type="checkbox"/>											
Volunteers	<input type="checkbox"/>											
Contractors	<input type="checkbox"/>											
<p><b><u>CONTROL MEASURES / PRECAUTIONARY ACTION TAKEN:</u></b></p>												
<p>1. Uneven Ground</p>	<ul style="list-style-type: none"> <li>• Warn everyone of uneven ground and to be observant of where they are walking.</li> <li>• Must walk around pond dipping area (no running).</li> <li>• Teachers to check appropriate footwear. (Session information advises appropriate footwear.)</li> <li>• <b>1 x 2 = 2= Tolerable risk</b></li> </ul>											

2. Low branches	<ul style="list-style-type: none"> <li>Warn everyone that there may be low branches so to be careful of their eyes.</li> <li><b>1 x 2 = 2 = tolerable risk</b></li> </ul>			
3. Weather	<ul style="list-style-type: none"> <li>Teacher to assess weather conditions and postpone session if dangerous weather conditions e.g. high winds</li> <li>Session information advises appropriate clothing.</li> <li><b>2 x 1 = 2= Tolerable risk</b></li> </ul>			
4. Dogs	<ul style="list-style-type: none"> <li>Advise everyone to stand still and fold arms if dogs come towards them.</li> <li><b>2 x 1 = 2= Tolerable risk</b></li> </ul>			
5. Infections	<ul style="list-style-type: none"> <li>All cuts/ grazes must be covered with waterproof plasters and/or gloves.</li> <li>Warn everyone not to touch any litter or dog faeces.</li> <li>Ensure everyone washes hands before eating/ drinking.</li> <li>Public toilets open from 8am.</li> <li><b>2 x 1 = 2= Tolerable risk</b></li> </ul>			
6. Lost children and first aid	<ul style="list-style-type: none"> <li>Teachers to ensure appropriate supervision and safety of children.</li> <li>Teachers to ensure adequate first aid provisions.</li> <li>In case of emergency, dial 999 yourself stating Beacon Park Bunker's Hill entrance WS13 6RA. Then, inform rangers on 01543 308867 who will open the appropriate barrier(s).</li> <li><b>2 x 1 = 2= Tolerable risk</b></li> </ul>			
7. Water Hazards	<ul style="list-style-type: none"> <li>Teachers to ensure appropriate supervision and safety of children.</li> <li>Warn everyone of hazards of open water.</li> <li>Keep of muddy areas and walk around pond dipping area.</li> <li>Do not leave trays near waters edge as they will be a trip hazard.</li> <li><b>2 x 1 = 2= Tolerable risk</b></li> </ul>			
8. Wildlife	<ul style="list-style-type: none"> <li>Warn children not to touch/pick anything up unless they are sure it won't harm them.</li> <li>Warn children stinging nettles and brambles present around the park.</li> <li>Teachers to ensure adequate first aid provisions.</li> <li><b>1 x 2 = 2 = Tolerable risk</b></li> </ul>			
<b>ASSESS THE RISK (with the current controls in place)</b> <b>SEVERITY RATING (multiplied by) LIKELIHOOD (equals) LEVEL OF RISK</b>				
1= No injury/minor injury	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20%; text-align: center;">1= Highly Unlikely</td> <td style="width: 10%; text-align: center;">=</td> <td style="width: 70%;"><b>1/2= Tolerable risk –</b> No further action. Monitor to ensure controls are maintained</td> </tr> </table>	1= Highly Unlikely	=	<b>1/2= Tolerable risk –</b> No further action. Monitor to ensure controls are maintained
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2= Major injury		2= Possible		<b>3/4= Moderate risk -</b> Efforts should be made to reduce the risk, but the costs of prevention should be carefully measured and limited. <b>6/9= Substantial risk -</b> Work should not be started until the risk has been reduced. Considerable resources may have to be allocated to reduce the risk. Where the risk involves work in progress action should be taken
3= Multiple injury/ Fatality		3= Highly Likely		

**REMAINING PROBLEMS**

None

**OUTCOME/ACTION TO BE TAKEN IN RELATION TO REMAINING PROBLEMS**

<b><u>ACTION REQUIRED</u></b>	<b><u>PERSON RESPONSIBLE</u></b>	<b><u>DATE REQUIRED</u></b>	<b><u>DATE IMPLEMENTED</u></b>

**ASSESS THE RISK (with the additional controls in place)**

**SEVERITY RATING** (multiplied by) **LIKELIHOOD** (equals) **LEVEL OF RISK**

1= No injury/minor injury		1= Highly Unlikely	<b>=</b>	<b>1/2= Tolerable risk –</b> No further action. Monitor to ensure controls are maintained
2= Major injury		2= Possible		<b>3/4= Moderate risk -</b> Efforts should be made to reduce the risk, but the costs of prevention should be carefully measured and limited.
3= Multiple injury/ Fatality		3= Highly Likely		<b>6/9= Substantial risk -</b> Work should not be started until the risk has been reduced. Considerable resources may have to be allocated to reduce the risk. Where the risk involves work in progress action should be taken.

**REVIEW**

DATE TO BE RE-ASSESSED	N/A	RE-ASSESSED BY	DATE	.
DATE TO BE RE-ASSESSED		RE-ASSESSED BY	DATE	.