

Broneirion Risk Assessment

Name: Jo Woodall

Date: 25/05/17

Time: 13.00

Department: Estate

Position: Education officer

Review Period 12 months

Event: Once upon a time

Date of Next Review:25/05/2018

Activity	Hazard, hazardous event Expected consequence	People Affected	Risk rating High Medium Low	What further action is necessary to control the risk?	Priority
Goldilocks Craft Activity	Equipment use – Items such as scissors, sharp pencils, causing cuts	Children	Low	Younger children to be closely supervised. Children to use safety scissors.	
	Swinging back on chairs – Risk of falling backwards causing banged heads and bruises	Children	Low	Children to be supervised at all times, and children told not to swing on their chairs.	
	Allergic reactions or upset stomachs – Caused by ingestion of or exposure to paints, glue vapours	Children	Low	Check medical forms for allergy information before the activity. ☑ Ensure everyone washes their hands at the end of the activity and before eating food.	
	Apparatus and Equipment – Furniture, apparatus and other equipment in shared spaces.	Children	Low	Remove or re-arrange any furniture or apparatus in the area so that it meets the needs of the activity and the group.	

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Hansel and Gretel	Slips & trips and falls, wet grass especially on slopes. Trips Hazards in the grounds. Fallen branches.	Children, teachers, leader of activity	Low	Younger children should be supervised. Inspections of paths, ground maintenance Barrier/tape mark restricted areas. Brief teachers/leader of activity before beginning activity.	
	Ingestion of non-food items. Plant picking and foraging. Ingestion of toxic material, contact with animal faeces	Children	Low	Younger children should be supervised. Children instructed not to put anything in their mouths. Hand-washing after session. No poo rule.	
	Litter/waste material, Contact with sharps/hazardous material when foraging	Children	Low	Leader to do sweep of the area before the activity starts.  Young children to be supervised.	

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Red Riding Hood Cookery	Tripping over objects or slipping on spillages	Children, teachers Broneirion staff	Low	Younger children to be closely supervised. Good housekeeping – work areas kept tidy, goods stored suitably etc. Staff clean up spillages (including dry spills) immediately using suitable methods and leave the floor dry	
	Contact with steam, hot water, hot oil and hot surface.	Children	Low	Children to be supervised at all times. Display ‘hot water’ signs at sinks and ‘hot surface’ signs at hot plates. Any heating of food to be done by an adult.	
	Allergic reaction to food.	Children	Low	Check medical forms for allergy information before the activity. Ensure everyone washes their hands before the activity and after.	

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Scavenger hunt	Slips & trips and falls, wet grass especially on slopes. Trips Hazards in the grounds. Fallen branches.	Children, teachers, leader of activity	Low	Younger children should be supervised. Inspections of paths, ground maintenance Barrier/tape mark restricted areas. Brief teachers/leader of activity before beginning activity.	
	Collisions with vehicular movements around the grounds.	Children, teachers, leader of activity	Low	Controlled access area where children are coned off from vehicle access. Younger children to be supervised. Brief teachers/ leaders of possibility of vehicles on driveway.	

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Storytelling	Tripping over object, trailing cables or slipping on spillages.	Children, teachers Broneirion staff	Low	Clean up spillages immediately. Signs to warn when cleaning in progress. Young children to be supervised at all times. Remind children not to run in the house. Leader of activity to check no trailing wires or other trip hazards.	
	Colliding with other children.	Children	Low	Children to be supervised at all times. Leader to stop activity if children getting too over excited. Ask teachers to intervene if children are not responding .	

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Use of the Zip wire	Falling from height, falling off the seat, minor injury	Guiding members and members of the public	Low	Ensure the rubber chippings are evenly spread before use	
	Slips & trips	Guiding members and members of the public	Low	All wooden surfaces have been covered in "chicken wire" to provide a non slip surface.	
	Collisions  Collision with structure	Guiding members and members of the public	Low	Ensure runway is clear before leaving the start ramp  Younger children should be supervised.  Weekly inspections to ensure the carriage stops are positioned correctly a suitable distance from the end of the runway	