

Murton Park – Home Front Activity Day Risk Assessment

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Information

This assessment covers the activities undertaken within the Home Front Activity Centre. Reference has been made to current HASPEV guidelines. School's visiting the site are required to conduct their own risk assessments taking into account the age, needs and capabilities of the children. Our staff work in conjunction with teachers to supervise activities and manage risks appropriately. Activities generally take place between 10.00 – 15.00.

Events are generally held for Key stage 3 – 6 i.e., children who are 7 – 11 years old.

Task / area assessed	Hazard identified	Who might be harmed & how?	Control measures implemented to control this hazard	Additional controls required	Overall level of risk (H/M/L)
Weather conditions	Slipping & tripping hazards / extreme heat or cold	Staff and visitors injured or made ill by site conditions	Weather conditions are assessed by staff each day and appropriate action is taken to deal with adverse conditions, including cancelling events if deemed necessary. Water and sunscreen are provided in hot weather.		L
Excess numbers of visitors	Inadequate supervision / overcrowding	Increased risk of accidents and injuries	There is a limit of 34 children working in a single group or a maximum of four activity groups.		L
Supervision of children	Inadequate supervision	Children injured	School group leaders and their assistants are responsible for supervising children at all times on site. Murton Park provide a leader for the day and an assistant who work in conjunction with school staff.		L
Fire safety	Fire breaking out	All people in area at risk of serious injury	Staff carry out daily checks ensuring that exits from buildings are clear, adequate signage is in place and that any fire hazards are removed. Where fire alarms are installed in buildings, they are tested weekly. Fire extinguishers are provided, and these are regularly checked. Staff are trained in site fire procedures. Briefings on fire procedures are given to visiting school staff. The use of the wood burning stove is carefully controlled.		L
Alighting from buses or minibuses	Other vehicles moving in area	Serious or fatal injury if struck by a vehicle	Buses are parked as near to the entrance to the site as possible, away from the general public car park. The Murton Park Day leader and school staff supervise children disembarking.		L
Children running around site	Slips and trips	Children injured	School staff are briefed on arrival of the potential for slip and trip hazards around site and of the need for children to not run.		L

Task / area assessed	Hazard identified	Who might be harmed & how?	Control measures implemented to control this hazard	Additional controls required	Overall level of risk (H/M/L)
Display items	Items falling and striking children / contact with items	Injury	'Do not touch' signs and barriers are used where appropriate. Children are always supervised.		L
First aid provision	Injuries requiring attention	Injuries exacerbated if inadequate provision	There is adequate provision of first aid equipment and staff with first aid training. First aid provision is covered in the pre-start briefing.		L
Out of bounds areas	Various potential hazards	Children injured	Children are instructed on site rules at the start of the day. Children are constantly supervised. Children are accompanied if requiring the toilet outside scheduled times.		L
General site	Slips and trips	Children and adults injured in a fall	Staff do daily site checks and deal with significant hazards. Safety rules are communicated to school staff and children. Children are always supervised.		L
Handling artefacts	Sharp or heavy items	Cuts / crushed fingers	Hazards covered in briefing and constant supervision. Staff regularly check artefacts to be handled.		L
Uneven / slippery floor surfaces	Slips and trips	Children injured in a fall	Staff carry out daily inspections before children arrive and deal with and significant hazards. Children are supervised and instructed on site rules, including no running.		L
Introductory talk with cocoa and a biscuit	Food allergy / hot liquid	Ill health / scalding	Allergy information is obtained in advance of trips and alternatives are offered if needed. Drinks are cooled prior to issue.		L
Gas mask / air raid drill	Panic / distress	Upset children	Drill is explained in advance, and no-one is forced to take part. Activity is supervised. Staff are briefed in advance.		L
	Unsterile gas mask	Infection	Gas masks are dummy masks and are cleaned with disinfectant after use.		L
Laundry	Hot water	Scalding	Water temperature is checked before activity commences.		L
	Use of soap	Allergic reaction	Allergy information is obtained in advance. Bar soap is used.		L
	Use of posser / dolly / washboard / mangle	Nips / cuts	Safety procedures for use of equipment are communicated before activity starts and activities are supervised.		L
Butter churning	Nips / impact with handle	Minor injury	Briefings are given before use and activity is supervised.		L

Task / area assessed	Hazard identified	Who might be harmed & how?	Control measures implemented to control this hazard	Additional controls required	Current level of risk (H/M/L)
Baking	Allergies to ingredients	Ill health	Allergy information is obtained in advance.		L
	Oven	Burns	Only staff have access to the oven.		L
Incendiary extinguishing	Fire / explosion	Burns	A small, localised fire is created from a dummy bomb containing paraffin-soaked paper. Activity is supervised and children are in groups of four with rest of group seated. Children wear protective helmets and stay at a 4-metre safe distance. There is no contact with the bomb or accelerant.		L
Tack cleaning	Allergic to soap	Ill health	Allergy information is obtained in advance. Glycerine based saddle soap is used.		L
Use of play equipment at lunchtime	Slip / trip hazards	Injury	Equipment is inspected at start of each day. Weather conditions are assessed, and equipment is removed from use if deemed unsafe. Activity is supervised.		L
Lunch time	Boisterous activity	Children injured	Some degree of supervision is maintained.		L
	Allergies	Illness	Children bring their own packed lunches and schools manage pupils with significant allergies that could be affected by other pupils' food.		L
	Collapse of bench / table	Children injured in a fall	Condition of equipment is regularly checked. Children are supervised.		L
Leaving site	Children wandering off	Distress / injury	Children are briefed on the end of day procedures. Supervisors constantly present.		L