

“Lichens and pollution” field work activity

Risk Assessment

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| Date of visit: | Departure time: | Return time: |
| Destination + telephone number: | Group Leader + mobile phone no: | In-school contact + telephone no: |
| Year Group: | No of pupils: Male = Female = | Pupils with allergies / medical conditions: |
| Adult/Pupil ratio: | Accompanying adults: | First Aider(s) + contact no(s): |
| Transport: | Name/No of coach co.: Name/No Coach Driver: | Risk assessment completed by: Date Completed: |

Risk: The likelihood of a hazard / an event occurring

L = low, unlikely to occur, although possible.

M = medium, could occur.

H = expected risk, likely to cause harm if adequate precautions not taken

Consequence: The potential effect of the occurrence if it did happen

L = Minor effect / injury

M = External help required. Effect / injury might prevent the participant continuing with activity

H = Serious effect / injury requiring emergency response.

| Hazard/event | Risk level | Consequence | Control measures |
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| Vehicles – walking along roads | M | H | <ul style="list-style-type: none"> • Study sites should be chosen to avoid close proximity to very busy roads wherever possible. • Group leaders to brief students about correct road safety procedures and appropriate behaviour prior to leaving school • Students should walk in single file where there is no pavement • Staff to coordinate and supervise “high risk” points on route |
| Vehicles – crossing roads | M | H | <ul style="list-style-type: none"> • Group leaders to brief students about safe road crossing procedures and appropriate behaviour prior to leaving school • Students should cross sensibly in an appropriate place as a group • Staff to supervise and control all road crossings |
| Slips, trips and falls | M | M | <ul style="list-style-type: none"> • Suitable footwear should be worn for the terrain and conditions – staff to check prior to departure • Brief students prior to departure about uneven surfaces, low branches, exposed roots e.t.c, and sensible behaviour • Students should be made aware what to do if they fall, and have a staff contact number. • Staff should be made aware of procedures in case of an injury, e.g. first aider, contacting school and arranging for removal of the student |
| Remote supervision | M | M | <ul style="list-style-type: none"> • Staff to be present at each study site • Students should be in groups of 3 or more at all times, and stay within sight of staff. • All students to have emergency staff mobile numbers |
| Animals | L | M | <ul style="list-style-type: none"> • If possible, avoid study sites too close to livestock. • Students should be briefed prior to leaving school • Students instructed not to approach animals and act sensibly and non-provocatively around them |
| Other people – attention from strangers, theft/mugging | L | M | <ul style="list-style-type: none"> • Students briefed on behaviour prior to leaving • Students to make a teacher aware of any inappropriate/unwanted attention from stranger(s) • Students advised not to carry valuable items and especially not on display |
| Students getting lost/separated from group | L | M | <ul style="list-style-type: none"> • Students in groups of no less than 3 at all times, and instructed to stay together and keep check on themselves • Staff carry full lists of group members and conduct regular head counts |

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| Weather – sun exposure | M | M | <ul style="list-style-type: none"> • Students should be made aware of the risks of excess exposure to the sun • Students to wear suitable clothing, hats and sun screen – to be checked by staff prior to departure • Students to carry plenty of water. Staff to check and have spare. • Indoor, sheltered location to be identified in case of need arising • Accompanying staff to monitor students for signs of sun-burn, dehydration, heat stroke or exhaustion |
| Weather – cold and/or wet | M | M | <ul style="list-style-type: none"> • Students to wear appropriate warm and waterproof clothing. Staff to check prior to departure • Conditions should be assessed to determine whether fieldwork goes ahead. • Indoor location identified for shelter if required. • Accompanying staff to pay close attention to students to identify signs of hypothermia or exposure. |
| Water | M | H | <ul style="list-style-type: none"> • Study sites should be chosen to avoid close proximity to deep water / rivers if possible • Students briefed about safety and sensible behaviour when close to water • Students should not stray from the study site or get too close to rivers/lakes • Students told not to climb on bridges |
| Allergies and medical conditions | L | H | <ul style="list-style-type: none"> • All staff to be aware of any students with allergies / medical conditions and what to do in case of an incident • Students should be monitored at checkpoints and have staff emergency contact numbers in case they have a problem • Emergency contacts held for all students |
| Contact with plants / trees / lichen | L | M | <ul style="list-style-type: none"> • Students warned about being careful when walking around trees, e.g. low branches, thorns. Appropriate behaviour should be discussed prior to leaving school • Students should be instructed not to put their fingers in their mouths or to eat after touching plants / trees / lichen • Provision should be made for students to wash / disinfect their hands prior to eating their lunch. |