

## **Group Visit Risk Assessment**

At Finkley Down Farm the Health and Safety of our visitors is our number one priority.

It is important that your group leader carries out your own risk assessment relevant to your visit. To arrange a complimentary visit to carry out your own risk assessment tel 01264 324141.

	<b>Hazard</b>	<b>Exposure</b>	<b>Risk</b>	<b>Preventative Measures</b>
Uneven Surfaces	Sprains, Falls	Rare	Med	Site is fairly level. Rabbit control. Rabbit holes filled in.
Litter Left	Sharp Objects	Rare	Med	All litter regularly picked up.
Traffic	Injury	Med	Med	Signage to slow traffic. Speed ramps
Children wandering off	Injury	Rare	Med	Correct ratios for groups should be in place. Lost children policy in place.
Animals transferable diseases such as E-Coli.  Ingestion of germs after touching animals or animal faeces.	Infection, sickness	Low	High	<ul style="list-style-type: none"> <li>• Manure heap kept away from public.</li> <li>• Sick animals kept away from public.</li> <li>• Site kept clean and tidy.</li> <li>• Animal pens cleaned out regularly.</li> <li>• Healthy stock maintained via good husbandry and prompt treatment of illnesses.</li> <li>• Picnic tables scrubbed to reduce risk of contamination.</li> <li>• Regular pest control visits.</li> <li>• Hand washing signs.</li> <li>• Staff to issue hand washing instructions with activities.</li> <li>• Hand washing facilities and hand sanitization around the farm.</li> <li>• Eating areas away form animals</li> </ul>
Pregnant women	Infection from sheep and goats that could cause miscarriage.	Rare	Med	Warning signs and warning in 'Welcome' booklet. Avoid contact with sheep and goats.

	<b>Hazard</b>	<b>Exposure</b>	<b>Risk</b>	<b>Preventative Measures</b>
Blue Tongue and Foot and Mouth	-	Rare	-	No risk to humans, can be contracted by animals only. Staff aware of symptoms.
Bird Flu	Infection	Rare	Med	All Defra instructions will be followed if there is an outbreak in wild birds in the local area.
TB	Infection	Rare	Med	All cattle regularly tested. Never been positive.
Allergic reaction	Rash	Rare	Low	Teacher to be aware of children with allergies. Sign in 'Rabbit Barn' and stables. First aiders aware.
Animals - Direct injury. Kicks, bites.	Bruises / Cuts	Rare	Low	<ul style="list-style-type: none"> <li>• Animals considered high risk removed from public.</li> <li>• Signs warning pigs and donkeys can bite.</li> <li>• No feeding of pigs, donkeys and ponies.</li> <li>• “Beware Of Our Horns” sign on golden Guernsey goat fields.</li> </ul>
Broken fencing / picnic tables	Cuts, splinters	Rare	Low	Daily visual check. Repairs carried out immediately.

Playground equipment	Falling off equipment, faulty equipment, bruises / cuts / sprains	Med	Med	<ul style="list-style-type: none"> <li>• All equipment weekly checked.</li> <li>• Annual inspection by suppliers.</li> <li>• Parental supervision advised at entrance and on 'Welcome' sheets.</li> <li>• Appropriate safety surfaces installed.</li> </ul>
Go carts, pedal tractors and other vehicles. Impact from other vehicles.	Falling off, trapped fingers, bruises / cuts	Med	Med	<ul style="list-style-type: none"> <li>• All equipment weekly checked.</li> <li>• Annual inspection by suppliers.</li> <li>• Parental supervision advised.</li> <li>• Staff make regular checks looking for and monitoring children's behaviour.</li> </ul>
Vintage tractors	Falling off, trapped fingers, bruises / cuts	Med	Med	<ul style="list-style-type: none"> <li>• All equipment weekly checked.</li> <li>• All moving parts welded to prevent movement.</li> <li>• Any sharp edges removed.</li> <li>• Signs controlling the number of children on one tractor.</li> </ul>
Trampolines	Falling off, impact from other children, sprains / bruises	Med	Med	<ul style="list-style-type: none"> <li>• Nets around trampolines preventing children from falling off.</li> <li>• Max 4 children at one time.</li> <li>• No adults.</li> <li>• Clear signage of rules.</li> <li>• Regular checks on equipment.</li> <li>• Staff to make checks on children's behaviour.</li> <li>• Supervision during very busy periods.</li> </ul>
Sand pit	Sand in eyes	Rare	Low	<ul style="list-style-type: none"> <li>• Parental supervision necessary.</li> <li>• Eye wash in first aid kit.</li> <li>• Removal of child if persistent.</li> <li>• Signage in place.</li> </ul>

	<b>Hazard</b>	<b>Exposure</b>	<b>Risk</b>	<b>Preventative Measures</b>
Fire	Burns . Smoke inhalation	Rare	High	<ul style="list-style-type: none"> <li>• No smoking allowed on farm.</li> <li>• Fire extinguishers in all buildings.</li> <li>• Regular electrical checks.</li> <li>• Evacuation procedure in place.</li> </ul>
Major Incident	Terrorist attack, major fire	Rare	High	<ul style="list-style-type: none"> <li>• Evacuation procedure in place.</li> <li>• Tannoy system to direct customers.</li> <li>• Staff equipped with radios.</li> </ul>
Water supply (private)	Illness	Rare	Med	<ul style="list-style-type: none"> <li>• Regular Test by local council.</li> <li>• Chlorination system in place.</li> <li>• The water is safe to drink.</li> </ul>
Trees	Injury from falling tree / branches	Rare	Med	Trees inspected annually by tree surgeon.

## Rooster Rest Tearoom

	<b>Hazard</b>	<b>Exposure</b>	<b>Risk</b>	<b>Preventative Measures</b>
Food contamination (i.e. salmonella, E-Coli)	Illness	Rare	Med	<ul style="list-style-type: none"> <li>• Fridge / freezer temp records.</li> <li>• Cleaning Schedules.</li> <li>• Hand washing for staff.</li> <li>• Staff food and hygiene trained.</li> <li>• Food service temperature control.</li> <li>• Reputable suppliers used.</li> <li>• Stock date rotated, out of date food discarded.</li> </ul>
Wet floor	Slipping and injury	Rare	Med	Display board used when necessary.
Furniture (wear and tear)	Injury, splinters	Rare	Med	Repairs carried out immediately or furniture removed.
Hot Drinks	Burns	Med	Med	Public not allowed behind service area.
Unstable items on shelves	Bruises, cuts	Rare	Med	Re-arrange to make safe.
Sell by dates of food	Illness	Rare	Med	<ul style="list-style-type: none"> <li>• Items out of date removed.</li> </ul>
Blocked gangways	Falling	Rare	Med	Obstructions removed as soon as possible.

## Shop

	<b>Hazard</b>	<b>Exposure</b>	<b>Risk</b>	<b>Preventative Measures</b>
Unstable items on shelves	Bruises, cuts	Rare	Med	Re-arrange to make safe.
Sell by dates of food	Illness	Rare	Med	• Items out of date removed.
Block gangways	Falling	Rare	Med	Obstructions removed as soon as possible.