



Hagg Farm Outdoor Education Centre

RISK ASSESSMENTS:

A - ACTIVITY

1. Caving – underground Hazards
2. Caving site specific (Devonshire Mine)
3. Caving site specific (Pooles Cavern)
4. Caving site specific (Peak Cavern – tourist trip to Far Sump)
5. Caving site specific (Carlswark – via Eyam Shaft)
6. Caving site specific (Carlswark Cavern – Upper Series via Gin Entrance only)
7. Caving site specific (Bagshawe Cavern)
8. Caving site specific (Giants to Boss Aven and Upper West/East series)
9. Caving site specific (Horseshoe/Suicide Cave)
10. Climbing/abseiling – Climbing Tower/Indoor Wall
11. Cross Country Skiing
12. Conservation
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19. Remote walks – Winter/Summer, shadowed or accompanied – generic hazards
20. Problem solving exercises/search and rescue
21. Cycling (cycle hire, Derwent Valley)
22. Rock Scrambling ('rock hopping') – site specific hazards
23. Climbing/Scrambling/Abseils – generic hazards
24. Climbing – site specific hazards
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26. George/Stream scrambles – site specific
27. Local walks – accompanied/shadowed
28. Overnight Camping/camp cooking/bivouacing
29. Swimming in shallow and/or out of depth pools (not lakes/reservoirs)
30. Evasion Hike
31. Mission Impossible/Zipwire/ Jacobs ladder
32. Walks in Millersdale
33. Swimming in Local Public Pool
34. First Aid in non remote areas
35. Millers Dale Bridge Disabled Abseiler
36. Neptune Mine/Holme Bank Chert Mine
37. Climbing Boulder
38. Open Canoeing
39. Fire Pit
- D.3 Using the centre as a residential establishment

HAGG FARM OUTDOOR EDUCATION CENTRE
ACTIVITY Caving – Underground Hazards

No. A.1

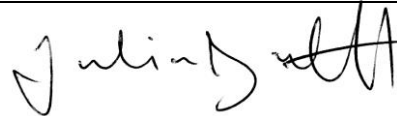
HAZARD	RISK	PEOPLE AT RISK	CONTROL MEASURES	COMMENTS/ ACTIONS	RESIDUAL RISK RATING	TICK IF ALL IN PLACE
			Leader holds appropriate BCA award with specific cave or mine on award (for LCMLA holders)			
Avoidable objective dangers/unsuitable route for ability of group	Disabling or fatal injury	Participants /staff	<ul style="list-style-type: none"> Route has been specifically risk assessed and be on the leader's list of approved caves/mines in Local Cave and Mine Leader Assessment (LCMLA) logbook page (unless CIC holder). Leader continually assesses risk during activity Leader has up to date local knowledge/advice from appropriate local caving organisation (e.g. Peak Instructed Caving Affiliation /Derbyshire Cave Association etc.) or CIC holders about system Ability/experience of group taken into account 	Written site specific risk assessment (and operating procedures if appropriate)	Low	
Fall from height, objects falling from above, holes in floor, trips and slips	Disabling or fatal injury	Participants /staff	<ul style="list-style-type: none"> Leader and other adults understand how to 'spot' participants appropriately Leader uses ropes as trained Participants involved in spotting are trained appropriately Group size and ratios suitable (up to 12 students with additional adult) Helmets and suitable footwear worn Proper briefing of participants, behaviour monitored and vigilance of all staff during activity 		Low	
Flooding	Drowning	Participants /staff	<ul style="list-style-type: none"> Knowledge of system Observation of weather several days before trip and forecast on the day 		Low	
Pollution Slow moving water	Illness (Radon, Weil's disease etc)	Participants /Staff	<ul style="list-style-type: none"> Provision of protective outer clothing Participants briefed re hygiene Participants and parents briefed re risks and action required (if appropriate) Cuts covered before trip 	Gloves provided, if appropriate to system Information to parents	Low	

HAGG FARM ENVIRONMENTAL EDUCATION CENTRE**No. A.2****ACTIVITY Caving site specific (Devonshire Mine)**

HAZARD/ ACTIVITY	RISK HAZARD	PERSONS AT RISK	CONTROL MEASURES	COMMENTS - ACTIONS	RESIDUAL RISK RATING	YES IF ALL IN PLACE
As for generic plus:						
Dust in eyes	Injury	All	Brief group not to look up/throw dust. Carry water in pack.	PICA checks for mines held and route adhered to.	Low	Yes

Date of assessment: **May 2018**

Signed:

Next assessment due: **May 2019**

HAGG FARM ENVIRONMENTAL EDUCATION CENTRE

No. A.3

ACTIVITY Caving site specific (Pooles Cavern)

HAZARD/ ACTIVITY	RISK HAZARD	PERSONS AT RISK	CONTROL MEASURES	COMMENTS - ACTIONS	RESIDUAL RISK RATING	YES IF ALL IN PLACE
As for generic plus:						
Steps on path	Injury	Wheelchair users/ staff helpers	Use of slings on chair, enough adult helpers. Good leadership		Low	Yes

Date of assessment: **May 2018**

Signed:



Next assessment due: **May 2019**

HAGG FARM OUTDOOR EDUCATION CENTRE

No. A.4

ACTIVITY Caving – Site Specific (Peak Cavern – tourist trip to Far Sump)

HAZARD/ ACTIVITY	RISK HAZARD	PERSONS AT RISK	CONTROL MEASURES	COMMENTS - ACTIONS	RESIDUAL RISK RATING	YES IF ALL IN PLACE
As for generic risk assessment plus: flooding	Entrapment	All	Consider prior weather, current levels and flood pattern at Peak. Forecast. Suitable warm clothing		Low	Yes
Cold Injury	Illness/ death	All	Be aware of immersion early in trip – older groups only, furry suits/warm clothing/flasks carried/emergency bag		Low	Yes
Ladder at Surprise View	Injury	All	Rope for descent/ascent		Low	Yes
Drowning	Death	All	Do not enter sumps (including Lake Sump)		Low	Yes
Boulder piles →falls	Injury	All	Careful spotting/movement over piles at Picnic Dig area		Low	Yes

Date of assessment: **May 2018**

Signed:




Next assessment due: **May 2019**

ACTIVITY Caving Site Specific (Carlswark – via Eyam Shaft)

HAZARD/ ACTIVITY	RISK HAZARD	PERSONS AT RISK	CONTROL MEASURES	COMMENTS - ACTIONS	RESIDUAL RISK RATING	YES IF ALL IN PLACE
As for generic plus: Upper Series/Gin entrance assessment plus: Falling down Eyam Shaft	Falling	All	Leadership – group management, appropriate use of rope/ladder and qualified staff/assistant	Induction/notes for Eyam Lower required.	Low	Yes
Falling rock/debris down shaft	Injury	All	Use of assistant to place group in sheltered area/use of protective equipment		Low	Yes
Falling rock – deads at crawl from base of shaft to main passage	Injury	All	Leadership – make group aware of deads/avoid touching if possible		Low	Yes

Date of assessment: **May 2018**

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ACTIVITY Caving Site Specific (Carlswark Cavern – Upper Series via Gin Entrance only)

HAZARD/ ACTIVITY	RISK HAZARD	PERSONS AT RISK	CONTROL MEASURES	COMMENTS - ACTIONS	RESIDUAL RISK RATING	YES IF ALL IN PLACE
As for generic risk assessment plus: Falling – area near Gin entrance	Falling	All	Leadership – thorough brief/group control		Low	Yes
Road traffic at road crossing	Injury	All	Leadership – group control/use of assistant		Low	Yes
Gin entrance	Falling	All	Leadership/use of rope and/or spotting/appropriately assessed staff/* leader to attach him/herself to tree root whilst spotting over entrance rift	*memo to staff to this effect Oct 07	Low	Yes
Falling rock – stacked deads at entrance and on right in passage	Injury	All	Leadership – thorough brief of group not to disturb		Low	Yes
Shaft to lower series	Falling	All	Leadership – leader to ‘spot’ hole and control group		Low	Yes
Eye injury – mud particularly abrasive	Eye Injury	All	Leadership – brief to keep clear of eyes		Low	Yes
Flooding – Big Dig Area*	Cold Injury Drown	All	If water to depth of inlaid piping do not proceed	*Leader <u>beyond</u> Noughts & Crosses must be LCMLA level one or higher	Low	Yes

Date of assessment: **May 2018**

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Next assessment due: **May 2019**

HAGG FARM OUTDOOR EDUCATION CENTRE

No. A.7

ACTIVITY Caving – Site Specific (Bagshawe Cavern)

HAZARD/ ACTIVITY	RISK HAZARD	PERSONS AT RISK	CONTROL MEASURES	COMMENTS - ACTIONS	RESIDUAL RISK RATING	YES IF ALL IN PLACE
As for generic risk assessment plus: flooding	Entrapment	All	Be aware of specific flooding pattern – water levels at Dungeon and prior conditions/forecast		Low	Yes
Collapse	death	All	Only use approved group routes		Low	Yes
Bad Air	Death/ Injury	All	PICA monitoring of CO2 levels 2009. Lowering in winter and will monitor weekly. Resume daily checks in spring to see if rise again. Instructors aware of issue and RA continually	Resume use and act on advice from PICA in spring 2010 if alerted	Low	Yes

Date of assessment: **May 2018**

Signed: 

Next assessment due: **May 2019**

HAGG FARM OUTDOOR EDUCATION CENTRE

No. A.8

ACTIVITY Caving Site Specific (Giants to Boss Aven and Upper West/East series)

HAZARD/ ACTIVITY	RISK HAZARD	PERSONS AT RISK	CONTROL MEASURES	COMMENTS - ACTIONS	RESIDUAL RISK RATING	YES IF ALL IN PLACE
As for generic risk assessment plus: Dry stone walling	Slip	All	Keep to path/leadership		Low	Yes
Descent path	Slip	All	Leadership – care in wet		Low	Yes
Holes in calcite floor	Falling Slip	All	Leadership – briefing/care of group		Low	Yes
Ascent to Upper Series	Falling	All	Lifeline at all times, on ascent/descent. Appropriately assessed leaders/use of assistants. Spotting over rift above climb into passage		Low	Yes

Date of assessment: **May 2018**

Signed: 

Next assessment due: **May 2019**

ACTIVITY Caving – Site Specific (Horseshoe/Suicide Cave)

HAZARD/ ACTIVITY	RISK HAZARD	PERSONS AT RISK	CONTROL MEASURES	COMMENTS - ACTIONS	RESIDUAL RISK RATING	YES IF ALL IN PLACE
As for generic risk assessment plus: Illness through pollution	Illness	Staff Pupils	Clear litter periodically/warn group/wear gloves/lead through entrance sections/cover open cuts	Take litter bags on trips	Low	Yes
Shafts/drops	Falling	Pupils Staff	<ol style="list-style-type: none"> 1. do not proceed to top of first boulder slope (familiarisation/good leadership and training) 2. safeguard group around shaft in floor (familiarisation/good leadership) 3. safeguard group in oxbow passage (familiarisation/good leadership) 		Low	Yes
Rock collapse	Injury	Staff Pupils	Observe/report changes in jammed boulders (familiarisation with cave)	* Currently (May09) no use beyond bottom of first pitch/rock slope and entrance link passage due to possible instability	Low	Yes

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HAGG FARM OUTDOOR EDUCATION CENTRE

No. A.10

ACTIVITY Climbing/Abseiling – Climbing Tower/indoor wall

HAZARD/ ACTIVITY	RISK HAZARD	PERSONS AT RISK	CONTROL MEASURES	COMMENTS - ACTIONS	RESIDUAL RISK RATING	YES IF ALL IN PLACE
			Leader qualified as in Hagg Farm Codes of Practice			
Equipment failure	Injury	Pupils Staff	Regular termly checks/before use checks/regular replacement cycles	H&S file	Low	Yes
Inappropriate use	Injury	Pupils Visitors	Brief pupils/signs by tower and wall/mats fold up to indoor wall to discourage use/supervision by qualified staff/good group management/correct ratios/induction by experienced & qualified OEE staff to tower use/soft mat or surface at base of wall For indoor wall, if a high risk group, only access classroom with adult supervision in free time	Codes of Practice section/ induction and guidance notes for tower	Low – Med	Yes
Falls from height	Injury	Pupils Visitors	Qualified supervisors/ correct ratios/ suitable equipment/ proper briefing/ wearing of helmets NB: child climbing on to top and refusing to come down not considered likely if good briefing given/practice lowers so evacuation plan not high priority. ladder access for leader access and ease of group abseils allows evacuation if ever happened)	Operation procedures for tower	low	Yes

Plus have regard for nature of the group, any pre-existing medical conditions, and continually risk assess throughout activity

Date of assessment: **May 2018**

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Next assessment due: **May 2019**

ACTIVITY Cross Country Skiing

HAZARD /ACTIVITY	RISK HAZARD	PERSONS AT RISK	CONTROL MEASURES	COMMENTS - ACTIONS	RESIDUAL RISK RATING	YES IF ALL IN PLACE
Nordic skiing	Injury/ death	Pupils Staff	Staff member leading activity must have experience of leading ski activities on snow (or have shadowed a previous session at Hagg Farm) Helpers should have experience of skiing Ratio of 1:12 maximum. This is a led ski-activity, rather than ski instruction.	Training for staff 'lesson plan and suitable terrain' information	Low/ medium	Yes
Equipment	Injury	Pupils Staff	Ensure boots are laced up properly Pupils have the correct size of skis and poles (Pole straps are correctly adjusted) Pupils know how to carry equipment safely, taking especial care with pole-tips.	Training for staff on use of equipment	Low	Yes
Terrain	Injury/ death	Pupils Staff	Boundaries for skiing venue should be clearly explained to the group before starting (use restricted areas outlined by BASI Nordic instructor advice) Hazards of fences, bins etc. should be protected (eg use problem solving tyres tied around) Pupils need to be briefed on sensible behaviour	Leader to assess snow conditions (thin snow cover and ice will not be suitable for beginners) Codes of Practice section	Low/ medium	Yes
Exposure to extreme weather/cold injury hypothermia	Injury/ death	Pupils Staff	Advice from daily forecast/provision of appropriate equipment/clothing (esp. wearing gloves at all times) Qualified First Aider available with equipment.	Codes of Practice section See H&S file	Low/ medium	Yes

Plus have regard for nature of the group, any pre-existing medical conditions, and continually risk assess throughout activity

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Next assessment due: **May 2019**

ACTIVITY Conservation

HAZARD/ ACTIVITY	RISK HAZARD	PERSONS AT RISK	CONTROL MEASURES	COMMENTS - ACTIONS	RESIDUAL RISK RATING	YES IF ALL IN PLACE
Use of tools	Injury	Pupils Staff	Thorough brief/advice from trained centre staff/ Rangers, supervision by first aid qualified/trained teacher in correct ratios/use of appropriate venues/ appropriate clothing/pupils briefed to carry tools correctly	Codes of Practice section and worksheets	Low-Med	Yes
Remote locations	Illness Injury	Pupils Staff	Accompanied by qualified adult/provision of appropriate clothing/emergency equipment		Low	Yes
Extreme weather	Illness	Pupils Staff	Advice from daily forecast/provision of appropriate clothes and equipment		Low	Yes

Plus have regard for nature of the group, any pre-existing medical conditions, and continually risk assess throughout activity

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ACTIVITY Orienteering/GPS session (Geocaching)

HAZARD	RISK	PERSONS AT RISK	CONTROL MEASURES	COMMENTS/ACTIONS	RESIDUAL RISK RATING	TICK IF ALL IN PLACE
Natural and artificial hazards Running over rough ground, running through woodland areas	Injury	Participants, staff	<ul style="list-style-type: none"> Use of suitable areas, site specific risk assessment with advice from technical adviser (British Orienteering Establishments Development Officer or regional coach) Appropriate footwear, full body cover advice to participants First aider present and first aid equipment available 	Codes of Practice section in addition suitable ratios/ first aid provision and safety brief for visiting staff.	Low	
Extreme weather, cold or sun/heat injury	Cold injury, death	Participants, staff	<ul style="list-style-type: none"> Consideration of forecast, use of suitable clothing and equipment, dry spare clothing and emergency equipment; set suitable finish time. Arrange emergency procedures 		Low	
Getting lost, abuse by public	Injury, death	Participants, staff	<ul style="list-style-type: none"> Appropriate courses Participants normally run in pairs Supervision planned particularly at key junctions Plan made for emergency e.g. lost participant Provide accurate maps correctly copied or pre-marked in waterproof covering if necessary 		Low	
Pre-existing medical condition (asthma, epilepsy, diabetes etc)	Illness death	Participants, staff	<ul style="list-style-type: none"> Use recommended parental information and consent forms Ensure medication available Plan suitable courses using pairing, shadowing or close supervision as appropriate 		Low	

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ACTIVITY Stoney Middleton Rock Activity

HAZARD/ ACTIVITY	RISK HAZARD	PERSONS AT RISK	CONTROL MEASURES	COMMENTS - ACTIONS	RESIDUAL RISK RATING	YES IF ALL IN PLACE
Loose rock (Keyhole)	Injury	All	Check for movement of jammed block in entrance	H&S file and Codes of Practice section Induction/guideline s to staff D. Carlisle mines inspection (20.5.02)	Low	Yes
Equipment failure	Falls/ Injury	Pupils Staff	Regular check/replace on cycle or inspection		Low	Yes
Loose rock above	Injury	Pupils Staff	Provision of safety equipment (helmets)		Low	Yes
Traffic hazard	Injury	Pupils	Supervision by adults in correct ratio/crossing guidelines to staff		Low	Yes
Movement in exposed situations	Falling	Pupils Staff	Supervision by qualified/experienced staff as in Hagg Farm Codes of Practice and operation procedures/ appropriate induction/provision of safety equipment and first aid equipment/communications carried		Low	Yes
Movement in enclosed spaces	Injury	Pupils Staff	Appropriate ratios/medical restrictions/lighting available/provision of safety equipment		Low	Yes
Pollution illness	Illness	Pupils Staff	Provision of gloves/protective clothing/staff lead group		Low	Yes

Plus have regard for nature of the group, any pre-existing medical conditions, and continually risk assess throughout activity

Date of assessment: **May 2018**

Signed: 

Next assessment due: **May 2019**

ACTIVITY Town/Village visits

HAZARD/ ACTIVITY	RISK HAZARD	PERSONS AT RISK	CONTROL MEASURES	COMMENTS - ACTIONS	RESIDUAL RISK RATING	YES IF ALL IN PLACE
Traffic accidents	Injury	All	See transport risk assessment/supervision in correct ratios/first aid equipment carried	Codes of Practice section	Low	Yes
Abuse/abduction	Death	Pupils	Supervision/briefings/head counts/buddy systems/meeting places/regular meeting up with staff		Low	Yes
Accident/illness	Illness/ injury	Pupils	As above/access to first aid and/or emergency services via telephone/first aid kit carried by leader		Low	Yes
Site specific hazards (eg: water/parks etc)	Death	Pupils	As above plus prior knowledge of site if possible/on going risk assessment		Low	Yes

Plus have regard for nature of the group, any pre-existing medical conditions, and continually risk assess throughout activity

Date of assessment: **May 2018**

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Next assessment due: **May 2019**

ACTIVITY **Nightline/Shelter Building**

HAZARD	RISK	PERSONS AT RISK	CONTROL MEASURES	COMMENTS/ACTIONS	RESIDUAL RISK RATING	TICK IF ALL IN PLACE
Use of natural materials and bushcraft activities	Injury, death	Participants, staff	<ul style="list-style-type: none"> • Appropriate protective clothing and equipment (eye protection, gloves, boots, full arm and leg cover, as judged necessary by staff) • Supervision in appropriate ratios • Specific risk assessments in place for each activity 	Brief participants safety issues/ Codes of Practice	Low	yes
Building shelters with natural materials	Injury or death from materials or structure falling onto participants	Participants, staff	<ul style="list-style-type: none"> • Build on level ground • Use suitably sized materials for age and size of participants • Operating procedures are planned and agreed including size and type of materials that can be used and means of carrying and lifting • Participants and staff to continually assess suitability of materials for soundness and stability of structure built • Participants may not enter shelter until it is assessed for stability by staff (do not sleep in shelters built of heavy material – tarps are an alternative) • Do not pick or use living material, litter or waste • After activity ends dismantle shelters with care (main supports last) and leave area as undisturbed as possible 	Codes of Practice and Guidance sheets	Low	yes
Blindfold activities, nightline	Eye injury, trip injury	Participants	<ul style="list-style-type: none"> • Area/route used specifically assessed for hazards • If necessary, eye protection used • Participants briefed re hazards and care required • If at night, leaders have effective torches 		Low	yes
Poisoning, infection, accident	Injury, death	Participants, staff	<ul style="list-style-type: none"> • Assess risks in specific environment used • Brief participants re poison/infection hazards • Arrange suitable protective gloves and equipment if risk assessment suggests necessary • Supervision and first aid provision (see Risk Assessment 1) 		Low	yes

Plus have regard for nature of the group, any pre-existing medical conditions, and continually risk assess throughout activity

Date of assessment: **May 2018**

Signed: 

Next assessment due: **May 2019**

ACTIVITY Field Studies – on/off site

HAZARD/ ACTIVITY	RISK HAZARD	PERSONS AT RISK	CONTROL MEASURES	COMMENTS - ACTIONS	RESIDUAL RISK RATING	YES IF ALL IN PLACE
Working on rough ground	Slips Trips	PupilsStaff	Provision of appropriate footwear/clothing/ equipment/brief from staff	Codes of Practice section	Low	Yes
Extreme weather	Injury Illness	PupilsStaff	As above/advice from daily weather forecast		Low	Yes
Remote locations	Illness	Pupils	Supervision by qualified staff (e.g. ML/Dark Peak Leader/WGL) in correct ratios/first aid available/appropriate clothing/equipment Route/time of return left at Centre/communications carried		Low	Yes
River studies/pond dipping	Death/ Illness	PupilsStaff	Approved locations only (which have good access and egress, safe depths/flow in normal conditions, good run-out, no significant bank hazards (trees/rock etc.), ease of group control)/advice from centre staff/weather forecast/familiarisation with location/assessment at site on day and during activity/no informal swimming/good supervision/cover cuts/wash hands after activity Awareness that water levels change and need to assess before and during activity.	Approved sites: Ashop Valley (Grid Refs 103932, 101929, 108914, 107907, 114901) for details of access see Geography 'A level' Fieldwork Pack. Ashop/Alport confluence Haggwater Bridge Rivelin (GR:293873) Outbridge - R.Don (GR: 308934) Weils disease info in Codes of Practice	Low	Yes

Site Specific: Outbridge - pollution	Illness	PupilsStaff	Cover cuts/wear rubber gloves	Codes of Practice	Low	Yes
A level Fieldwork sites 3,4,5,7 – traffic hazard	Death	All	Good group management whilst road crossing		Low	Yes
Other approved sites as for generic risks						

Plus have regard for nature of the group, any pre-existing medical conditions, and continually risk assess throughout activity

Date of assessment: **May 2018**

Signed:

Next assessment due: **May 2019**

HAGG FARM OUTDOOR EDUCATION CENTRE

No. A.18

ACTIVITY Using public indoor climbing walls

HAZARD	RISK	PEOPLE AT RISK	CONTROL MEASURES	COMMENTS/ ACTIONS	RESIDUAL RISK RATING	TICK IF ALL IN PLACE
Use of unsuitable part of facility for ability of group	Disabling or fatal injury	Participants, staff	<ul style="list-style-type: none"> Location is known to and specifically assessed by leader Progression appropriate to group and part of session 	Warm up activities or easy routes/problems prior to more difficult routes or powerful problems	Low	yes
Equipment failure, inappropriate use of equipment	Disabling or fatal injury	Participants, staff	<ul style="list-style-type: none"> Qualified supervision as above Instruction/monitoring of use of equipment Equipment regularly checked and log maintained according to BMC UIAA recommendations 		Low	yes
Fall from height, objects/climbers falling from above	Disabling or fatal injury	Participants, staff, other people at venue	<ul style="list-style-type: none"> Qualified supervision as above, instructors working within remit of qualification Group size and ratios suitable (usually up to 12 students plus extra adult) Appropriate specialist climbing equipment used (ropes, helmets (not usually required unless have specific needs), harnesses etc) Proper briefing of participants, behaviour monitored and managed appropriately, vigilance of all staff during activity Wearing of helmets specifically assessed Leaders ensure own safety appropriately 		Low	yes
Bouldering areas – walking beneath sections where others are climbing	Disabling or fatal injury	Participants, staff, other people at venue	<ul style="list-style-type: none"> Participants briefed about site and activity dangers Particular areas of potential danger highlighted – made out-of-bounds except when specifically supervised High level of vigilance maintained 		Low	yes
Illness or injury	Disabling or fatal injury or illness	Participants, staff	<ul style="list-style-type: none"> Group leader first aid trained Information about existing medical conditions known by staff Accident/emergency procedures known by leaders First aid equipment carried by party 		Low	yes

Plus have regard for nature of the group, any pre-existing medical conditions, and continually risk assess throughout activity

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Next assessment due: **May 2019**

ACTIVITY Remote walks – Winter/Summer, shadowed or accompanied – Generic Hazards

HAZARD	RISK	PERSONS AT RISK	CONTROL MEASURES	COMMENTS/ ACTIONS	RES. RISK RATING	TICK IF IN PLACE
Falls, drowning	Injury, death	Participants, staff	<p>Crucial control – leader has appropriate MLTE/SMLTB/UKMTB/BMG Award (or Dark Peak Leader) as stipulated in Hagg Farm Codes of Practice for level of activity undertaken</p> <ul style="list-style-type: none"> • Leader experienced in walking in terrain and leading groups • Route researched and if necessary pre-walked –specific hazards (cliffs, water hazards etc) risk assessed • Weather forecast, on-going assessment of conditions and adjustment of plans by group leader 		Low	yes
Getting lost	Injury	Participants, staff	<ul style="list-style-type: none"> • Leader has sufficient navigational skills • Group size 12 or less, second adult with most groups • Head counts • Briefing of participants and staff 	Codes of Practice	Low	yes
Injury, illness or emergency away from immediate help	Injury, death	Participants, staff	<ul style="list-style-type: none"> • Leader first aid trained 16 hours minimum Health and Safety Executive approved course • second adult with most groups • First aid kit and information about pre-existing medical conditions and medication carried • Leader has planned emergency procedures • Communications (mobile phones?) arranged 	Pre-planning of emergency procedures and communication s/ routes left at Hagg Farm	Low	yes
Exposure to extreme weather – cold, wet, heat and sun	Injury, death	Participants, staff	<ul style="list-style-type: none"> • Daily weather forecast obtained, on day conditions assessed and plans adjusted as necessary • Winter conditions - when snow and ice prevail or are forecast –avoided without additional qualifications, approval and risk assessment • All participants have suitable footwear, clothing and equipment for expected conditions • Emergency equipment carried including group shelter 	Kit checked before departure	Low	yes

HAGG FARM OUTDOOR EDUCATION CENTRE

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ACTIVITY Remote walks – Winter/Summer, shadowed or accompanied – Generic Hazards

Winter conditions as defined above	Injury, death	Participants, staff	<ul style="list-style-type: none"> • As for summer conditions plus additional experience and qualifications of leader. Adult assistant also required. • Consideration given to the appropriateness of age of group to prevailing conditions and itinerary • Additional personal equipment to deal with snow, ice and adverse weather. Includes clothing, access to warm drinks, ice axe and crampons (as required depending on terrain) and sufficient training in their use • Additional group emergency equipment (e.g. sleeping bag and/or warming equipment) 	See Codes of Practice	Low	yes
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Plus have regard for nature of the group, any pre-existing medical conditions, and continually risk assess throughout activity

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ACTIVITY Problem solving exercises/search and rescue

HAZARD	RISK	PEOPLE AT RISK	CONTROL MEASURES	COMMENTS/ACTIONS	RESIDUAL RISK RATING	TICK IF ALL IN PLACE
Avoidable objective dangers/unsuitable location	Injury	Participants, staff	<ul style="list-style-type: none"> Location is suitable with no objective dangers (e.g. steep slopes are avoided) Usually close to Hagg Farm, communications, first aid etc 	Codes of Practice and First Aid at Centre	Low	yes
Fall from height, objects falling from above, trips and slips	Injury	Participants, staff	<ul style="list-style-type: none"> Activities are specifically assessed by a practice run Low level, no activity above reach of participants Leader and other adults understand how to 'spot' participants appropriately Participants involved in spotting are trained appropriately Group size and ratios suitable Proper briefing of participants, behaviour monitored and vigilance of all staff during activity, particularly if participants blindfolded 		Low	yes
Equipment failure, use of equipment	Injury	Participants, staff	<ul style="list-style-type: none"> Any equipment used is tested and found suitable for the task Lifting of heavy equipment is avoided or properly managed with clear briefings (safe manual handling taught and carried out) 		Low	yes
Illness or injury if away from base	Injury or illness	Participants, staff	<ul style="list-style-type: none"> Group leader first aid trained Information about existing medical conditions known by staff Accident/emergency procedures known by leaders First aid equipment carried by party 		Low	yes

Plus have regard for nature of the group, any pre-existing medical conditions, and continually risk assess throughout activity

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Next assessment due: **May 2019**

HAGG FARM OUTDOOR EDUCATION CENTRE

No. A.21

ACTIVITY Cycling (cycle hire, Derwent Valley)

HAZARD/ ACTIVITY	RISK HAZARD	PERSONS AT RISK	CONTROL MEASURES	COMMENTS - ACTIONS	RESIDUAL RISK RATING	YES IF ALL IN PLACE
Mechanical fault	Falls	Pupils Staff	Use of suitable/maintained cycles/breakdown plan/pupils not left on own	Codes of Practice section Standard walkable route back to cycle hire venue in case of breakdown Phone or radio carried	Low	Yes
Getting lost	Injury	Pupils Staff	Advice on routes given/intended time of return		Low	Yes
Traffic accident	Injury	All	Supervision by leader in correct ratios/carry emergency pack and radios/phone		Low	Yes
Poor weather	Illness	All	Daily forecast/advice from Centre staff/provision of clothing & equipment		Low	Yes
Falling off!	Injury	All	Good brief by staff, carry centre first aid kit/ helmets worn.		Low	Yes

Plus have regard for nature of the group, any pre-existing medical conditions, and continually risk assess throughout activity

Date of assessment: **May 2018**

Signed:

Next assessment due: **May 2019**

ACTIVITY Rock Scrambling ('rock hopping') – site specific hazards

HAZARD /ACTIVITY	RISK HAZARD	PERSONS AT RISK	CONTROL MEASURES	COMMENTS - ACTIONS	RESIDUAL RISK RATING	YES IF ALL IN PLACE
<u>Higger Tor:</u> Traffic hazard	Injury	Pupils Staff	Supervision by adults in correct ratio	Codes of Practice section	Low	Yes
Pollution illness	Illness	Pupils Staff	Provision of protective clothing/gloves		Low	Yes
Weils disease	Illness	Pupils Staff	Guidelines in Codes of Practice/consent forms		Low	Yes
Extreme weather	Illness/injury	Pupils Staff	Advice from daily weather forecast/provision of appropriate clothing/advice from Technical Advisor on venue/conditions		Low	Yes
<u>Baslow/Curbar Edge:</u> (disabled groups) no specific hazards						
All other venues to be discussed with Head of Centre/Technical Advisor						

Plus have regard for nature of the group, any pre-existing medical conditions, and continually risk assess throughout activity

Date of assessment: **May 2018**

Signed: 

Next assessment due: **May 2019**

ACTIVITY Climbing/Scrambling/Abseils – Generic Hazards

HAZARD	RISK	PEOPLE AT RISK	CONTROL MEASURES	COMMENTS/ACTIONS	RESIDUAL RISK RATING	TICK IF ALL IN PLACE
Avoidable objective dangers/unsuitable location for ability of group	Disabling or fatal injury	Participants, staff	<ul style="list-style-type: none"> • Qualified supervision as per Hagg Farm Codes of Practice • Location is specifically assessed by technical advisor 	Written site specific risk assessment	Low	
Equipment failure, inappropriate use of equipment	Disabling or fatal injury	Participants, staff	<ul style="list-style-type: none"> • Qualified supervision as above • Instruction/monitoring of use of equipment • Equipment regularly checked and log maintained according to BMC UIAA recommendations 	Codes of Practice and In house	Low	
Fall from height, objects falling from above, trips and slips	Disabling or fatal injury	Participants, staff, other people at venue	<ul style="list-style-type: none"> • Qualified supervision as above, instructors working within remit of qualification • Group size and ratios suitable (single pitch usually up to 12 students plus extra adult) • Appropriate specialist climbing equipment used (ropes, helmets, harnesses etc) • Spotting by leader/ brief to pupils • Proper briefing of participants, behaviour monitored and managed appropriately, vigilance of all staff during activity • Helmets worn whilst at base of rock face as well as whilst climbing/scrambling/abseiling <p>Leaders ensure own safety appropriately</p>	Monitoring visits	Low	
Exposure to environment - heat, cold, rain, wind, etc	Disabling or fatal injury	Participants, staff	<ul style="list-style-type: none"> • Adequate protective clothing and equipment • Check weather forecast • Ability to change plans if weather inappropriate 	Kit list to parents; kit checked before departure	Low	
Illness or injury	Disabling or fatal	Participants, staff	<ul style="list-style-type: none"> • Group leader first aid trained • Comms carried/ venue left at centre 		Low	

	injury or illness		<ul style="list-style-type: none"> • Information about existing medical conditions known by staff • Accident/emergency procedures known by leaders • First aid equipment carried by party 			
Pollution/infection (from any waste encountered)	illness	Participants, staff	<ul style="list-style-type: none"> • If crawling involved, provision of protective outer clothing • Pupils briefed re hygiene 		low	

Plus have regard for nature of the group, any pre-existing medical conditions, and continually risk assess throughout activity

Date of assessment: **May 2018**

Signed: 

Next assessment due: **May 2019**

ACTIVITY Climbing – site specific hazards

Any other venues to be discussed with Head of Centre/Tech Advisor

HAZARD/ ACTIVITY	RISK HAZARD	PERSONS AT RISK	CONTROL MEASURES	COMMENTS - ACTIONS	RESIDUAL RISK RATING	YES IF ALL IN PLACE
As for generic plus: Stanage Edge			No specific hazards	Codes of Practice section		
Burbage North			No specific hazards	Codes of Practice section		
Rivelin: Traffic hazard	Injury	Pupils/Staff	Supervision by appropriate adults in correct ratios	Codes of Practice section	Low	Yes
Yarncliffe Quarry: Loose exits	Injury	Pupils/Staff	Pupils to lower from top ropes/helmets at all times/extra vigilance and brief to pupils	Codes of Practice section	Low	Yes
Lawrencefield: Traffic hazard Weils' disease	Injury Illness	Pupils/Staff Pupils	Supervision by adults in correct ratios No swimming in pool!	Codes of Practice section	Low Low	Yes Yes
Stoney Middleton: Traffic hazard	Injury	Pupils/Staff	Supervision by adults in correct ratio	Codes of Practice section	Low	Yes
Stoney Middleton: (Windy Ledge Ab) Traffic Hazard Exposed ledge	Injury Fall	All All	Brief group/group management/correct ratios Brief group/group control/use of traverse line and cowstails if appropriate to pupils/correct ratios		Low Low	Yes Yes
Millersdale Bridge/buttres ses: Working	Injury	All Public	Adhere to licence requirements/thorough group briefing Adhere to licence requirements/new bolts on butt.	See licence Site visit/induction for staff who	Low	Yes

above footpath Structural failure Leader falling rigging on tunnel buttresses	Death Death	All Staff	Must be competent to climb at standard – staff choice, not directed by centre to use	haven't used venue before Discuss before use with HoC	Low Med/ Low	Yes Yes
Millstone – first bay	Injury	All	Loose rock above belay ledge – no climbing beyond this. Care on descent.			

Date of assessment: **May 2018**

Signed:

Next assessment due: **May 2019**

HAGG FARM OUTDOOR EDUCATION CENTRE

No. A.25

ACTIVITY Gorge/Stream scrambles – generic hazards

HAZARD	RISK	PERSONS AT RISK	CONTROL MEASURES	COMMENTS/ACTIONS	RESIDUAL RISK RATING	TICK IF ALL IN PLACE
Extreme weather, cold water	Cold injury, death	Participants, staff	<ul style="list-style-type: none"> • Qualified supervision as in Hagg Farm Codes of Practice • Seasonal (usually April – October) activity, consideration of forecast and prevailing conditions on day, suitable clothing and equipment, dry spare clothing and emergency equipment available 		Low	yes
Deep and/or fast flowing water	Drowning , injury	Participants, staff	<ul style="list-style-type: none"> • Each stream must be individually risk assessed by leader with advice from technical adviser, written control measures and/or operating procedure produced • Weather forecast obtained and leader makes decision whether or not to proceed or adapt activity on basis of weather forecast, strength of water, conditions on day 	<p>Written specific risk assessment and/or operating procedures</p> <p>Ongoing assessment by leader at start and during activity</p> <p>See Codes of Practice/ operating procedures, guidance from HSE/AAIAC combined water/rock activities incorporated.</p>	Low	yes

Falls, falling rocks, cliffs	Death, injury	Participants, staff	<ul style="list-style-type: none"> • Close supervision by qualified, inducted staff • Ropes, or terrain requiring ropes, may only be used by qualified staff working to an operating procedure agreed by technical advisor as above 		Low	yes
Water Quality Pollution	Infection, illness	Participants, staff	<ul style="list-style-type: none"> • Take sensible hygiene precautions: cover wounds, grazes etc, do not drink river water, wash hands before eating • Obtain and follow guidelines re Weil's Disease • Brief group on hazards and hygiene • Consider and check possible sources of pollution 	Brief as necessary	Low	
Traffic Hazard	death	All	<ul style="list-style-type: none"> • Supervisors on road crossings 		Low	yes

Plus have regard for nature of the group, any pre-existing medical conditions, and continually risk assess throughout activity

Date of assessment: **May 2018**

Signed:



Next assessment due: **May 2019**

ACTIVITY Gorge/stream scrambles – site specific hazards

HAZARD/ ACTIVITY	RISK HAZARD	PERSONS AT RISK	CONTROL MEASURES	COMMENTS - ACTIONS	RESIDUAL RISK RATING	YES IF ALL IN PLACE
<u>Blacken Brook:</u> Deep water/fall at plunge pool	Death/ Injury	All	Supervision in controlled single area at end of activity, use of rope on waterfall, qualified leader, regular checks of equipment, check of water confidence earlier.	Induction by technical advisor/centre staff See Codes of Practice	Low	Yes
<u>Fairbrook:</u> Deep water (pools) → drowning	Death	All	Close supervision by appropriately trained staff, cross individually available floating line, close physical support, check of water confidence earlier, additional notes on drowning, buoyancy aids for younger groups/those lacking in water confidence.	See Codes of Practice/Operational procedures	Low	Yes
Falls (on short climbs)	Death/ Injury	All	Good supervision in correct ratios/ spotting or appropriate rope technique by trained staff/ easy avoidance if necessary/ observe stream levels	Induction by technical advisor		

Date of assessment: **May 2018**

Signed: 

Next assessment due: **May 2019**

ACTIVITY Local walks – accompanied/shadowed in summer/winter conditions (for definition of winter see LEA Generic RA for remote walks)

HAZARD	RISK	PERSONS AT RISK	CONTROL MEASURES	COMMENTS/ ACTIONS	RESIDUAL RISK RATING	TICK IF ALL IN PLACE
Falls, drowning	Injury, death	Participants, staff	<ul style="list-style-type: none"> • Leader experienced in walking in terrain and leading groups • Weather forecast obtained and conditions monitored; route changed if necessary • Use of approved routes only • Avoid water hazards 	Codes of Practice section Note on Rowlee Circuit materials re: leat	Low	
Getting lost	Injury	Participants, staff	<ul style="list-style-type: none"> • Leader has sufficient navigational skills/ brief of route or prior knowledge • Group size as low as possible (group size of up to 12 ideally) and well supervised within Local Authority ratios • Large groups are best split into small groups each with competent leader • Head counts 	Briefing of participants and staff re supervision arrangements	Low	
Animals	Injury, illness	Participants, staff	<ul style="list-style-type: none"> • Brief group about dangers of infection from animal faeces (EColi) and preventative measures • Avoid contact/injury from large animals (cattle, horses etc.). If footpath crosses a field containing these animals, assess the situation and act appropriately; e.g. cross quietly as a group or take other route 	Brief group	Low	
Injury, illness or emergency away from immediate help	Injury, death	Participants, staff	<ul style="list-style-type: none"> • One leader with each group first aid trained • First aid kit • Gain information about pre existing medical conditions and ensure medication carried • Leaders are briefed and have planned emergency procedures • Communications (mobile phones) –arranged/ routes left at centre 	Pre-planning of emergency procedures and communications	Low	

7 GENERIC RISK ASSESSMENT - WALKS IN NORMAL COUNTRY Page 2 of 2

HAZARD	RISK	PERSONS AT RISK	CONTROL MEASURES	COMMENTS/ ACTIONS	RESIDUAL RISK RATING	TICK IF ALL IN PLACE
Exposure to extreme weather – cold, wet, heat and sun	Injury, death	Participants, staff	<ul style="list-style-type: none"> • Daily weather forecast obtained and considered; plans adapted if necessary • All participants have suitable footwear, clothing and equipment to match expected conditions 	kit checked before departure	Low	
Winter conditions	Injury, death	Participants, staff	<ul style="list-style-type: none"> • As for above but leader must take into account the appropriateness of the activity, route and the ability of the group given the prevailing and predicted conditions • Additional personal equipment (e.g. extra warm clothes, spare gloves) • Additional group equipment such as warm drinks, group shelter etc. • Build in to planning the effects of snow on navigational features such as paths and snow slowing progress • Avoidance of ice on paths/roads and steep slopes • Snow play on slopes (e.g. polybagging) requires careful risk assessment (particularly of run-out), planning and supervision 	Leader winter competence approved by Head of Centre It may be necessary to amend planned activities if winter conditions arrive unexpectedly; however winter conditions may be relatively benign such as lying snow on a fine day	Low	
Traffic	death	all	<ul style="list-style-type: none"> • No use of Rowlee Circuit at night due to A57 crossings 	Note on whiteboard		

Plus have regard for nature of the group, any pre-existing medical conditions, and continually risk assess throughout activity

Date of assessment: **May 2018**

Signed:

Next assessment due: **May 2019**

HAGG FARM OUTDOOR EDUCATION CENTRE

No. A.28

ACTIVITY Overnight Camping/Camp cooking/Bivouacing

HAZARD/ ACTIVITY	RISK HAZARD	PERSONS AT RISK	CONTROL MEASURES	COMMENTS - ACTIONS	RESIDUAL RISK RATING	YES IF ALL IN PLACE
Camp cooking	Burns/ Injury	Pupils Staff	Brief and training on use of stoves from LofC to supervising adult/correct equipment/storage of fuel/ supervised use/first aider on site	Codes of Practice/ briefing sheet	Low	Yes
Extreme weather	Illness/ Injury	PupilsStaff	Advice from forecast daily/use of appropriate clothing/equipment		Low	Yes
Co-habiting tents!	'Injury'	Pupils	With younger pupils, adult camping nearby/older pupils – full brief given by school staff		Low	Yes
HAGG FARM: Illness/injury overnight	Illness/ Injury	Pupils	Adult sleeping in tent nearby with younger pupils/older pupils have access to adult via unlocked door in main centre. In formation sheet supplied to school to issue to parents re arrangements		Low	Yes
Intruders/Security	Injury	Pupils	As above/remote, private location of centre		Low	Yes
OTHER CAMP/BIVI SITES: Illness/injury/collapse of shelters	Illness/ Injury	Pupils	As for Hagg Farm site, but adult always present with Hagg Farm groups/no use of shelters at night- only tarps for bivis		Low	Yes
Security/Intruders	Injury	Pupils	As for Hagg Farm site, but adult always present with Hagg Farm groups		Low	Yes

Plus have regard for nature of the group, any pre-existing medical conditions, and continually risk assess throughout activity

Date of assessment: **May 2018**

Signed: 

Next assessment due: **May 2019**

ACTIVITY Paddling and swimming in shallow and/or out of depth pools - Haggwater Bridge paddling/ Slippery Stones/ Plunge pools in Blackden Brook/ Fairbrook ONLY)

HAZARD/ACTIVITY	RISK HAZARD	PERSONS AT RISK	CONTROL MEASURES	COMMENTS - ACTIONS	RESIDUAL RISK RATING	YES IF ALL IN PLACE
Sinking out of depth	Death	All	Remove boots/wellingtons, swimmers only, supervision by non-participating adults in ratio 1:6 , check pool for submerged objects, undercut banks etc./arrange headcounts/signals for distress	One leader must have current first aid including resuscitation methods	Low	Yes
Extreme weather/cold water	Death	All	Summer conditions only (plus seasonal Easter-October half term), forecast, adequate clothing, emergency pack, regard for distance to shelter after activity (group management)	Check with Head of Centre if uncertain. Use good judgement.	Low	Yes
Exhaustion	Death	All	Restricted to narrow streams/ivers (pools less than 5m diameter) , good group management At sites named only	Not lakes, reservoirs or large rivers. Slippery Stones, plunge pool in Blackden Brook or Fairbrook ONLY.	Low	Yes
Swept by currents	Death	All	Slow moving water (pools in moorland streams/small rivers in normal water conditions), forecast, continual assessment on site.		Low	Yes
Pollution/debris	Cuts/Injury	All	Check pools for debris/pollution before use		Low	Yes
Impact with rocks/objects/other people	Injury	All	Leader checks pool first for submerged objects, no diving, clear area for jumping, good group management, risk assess each pool specifically.	Leader checks pools by going through them first. Only jump one at a time and whist supervised.	Low	Yes

Plus have regard for nature of the group, any pre-existing medical conditions, and continually risk assess throughout activity

Date of assessment: **May 2018**

Signed:



Next assessment due: **May 2019**

ACTIVITY Evasion Hike

HAZARD/ ACTIVITY	RISK HAZARD	PERSONS AT RISK	CONTROL MEASURES	COMMENTS - ACTIONS	RESIDUAL RISK RATING	YES IF ALL IN PLACE
Movement on rough ground	Injury	Pupil/ Staff	Supervision by staff on foot and in bus Clear briefings	Briefing sheet Radio contact between staff	Low-Med	Yes
Getting lost	Injury		Appropriate clothing and lighting. Briefing System for recalling group		Low	Yes
Deep water	Drowning		Brief to use only dry side of road! And no swimming or paddling at all (Safe, grassy margin between road and water)		Low	Yes

Plus have regard for nature of the group, any pre-existing medical conditions, and continually risk assess throughout activity

Date of assessment: **May 2018**

Signed:

Next assessment due: **May 2019**

HAGG FARM OUTDOOR EDUCATION CENTRE

No. A.31

ACTIVITY Mission Impossible/Zipwire/ Jacobs Ladder

HAZARD/ ACTIVITY	RISK HAZARD	PERSONS AT RISK	CONTROL MEASURES	COMMENTS - ACTIONS	RESIDUAL RISK RATING	YES IF ALL IN PLACE
Equipment failure/peer belaying	Falling/ Injury	Pupils/Staff	Led by qualified and inducted staff as in Hagg Farm Codes of Practice, according to specific operating procedures Appropriate technical equipment/professional built apparatus/check for wear/damage regular replacement at appropriate time Jacobs ground anchors surface and checked according to schedule Qualified supervisors/ correct ratios/ suitable equipment/ proper briefing/ wearing of helmets	Code of Practice/Operational procedures/checks logged in H&S file Inspections by competent person	Low	Yes
Entrapment	Finger/ Hair Injury	Pupils/Staff	Pupils briefed to maintain safe distance from pulleys			
Inappropriate use of Structure or equipment	Falling/ Injury	Pupils/Staff	Appropriate signs on poles/fenced area/ in introductory talk/appropriate qualified and inducted instructional staff/Jacobs Ladder disabled after use each day			

Plus have regard for nature of the group, any pre-existing medical conditions, and continually risk assess throughout activity

Date of assessment: **May 2018**

Signed: 

Next assessment due: **May 2019**

ACTIVITY Walks in Millersdale

HAZARD/ ACTIVITY	RISK HAZARD	PERSONS AT RISK	CONTROL MEASURES	COMMENTS – ACTIONS	RESIDUAL RISK RATING	YES IF ALL IN PLACE
As for local walks plus:						
Drowning	Death	All	Appropriate supervision/only cross river at bridge crossings, not fallen trees/only use stepping stones under Cornice/The Nook if they are fully uncovered, and river is not in spate, with good staff supervision at all times.		Low	Yes
Falls	Injury	All	Special care/good group supervision and briefing on rocky section of path and steep stepped rock section of path after Wormhill Risings.	Can be very slippery – brief group to take time and ensure good footing.	Low	Yes
Polluted water	Illness	All	Tell group that river has a sewage works outlet just upstream! No drinking/paddling etc. Wash hands before eating if get wet			
Falls from bridges	Death	All	When crossing old railway bridges good supervision at all times			
Use of railway buttress for climbing	Death/ injury	All	See generic for climbing plus check fixed belay at top not deteriorated since previous visits	Care by leader when accessing top – abseil in if necessary.	Low	Yes

Date of assessment: **May 2018**

Signed:



Next assessment due: **May 2019**

ACTIVITY Swimming in Local Public Pool

HAZARD	RISK	PERSONS AT RISK	CONTROL MEASURES	COMMENTS/ ACTIONS	RESIDUAL RISK RATING	TICK IF ALL IN PLACE
Use of swimming pools	Drowning , injury	Participants, staff	<ul style="list-style-type: none"> • Refer to latest LA guidelines on swimming • Risk assess the swimming capability of the participants, preferably prior to the visit (e.g. by colleague who takes swimming) or upon arrival at the pool (information on consent form needs to be validated) • Use local authority run pools during life guarded sessions <ul style="list-style-type: none"> • There is constant pool supervision by qualified lifeguards during swimming sessions • If there is a resuscitator it must only be used by someone trained to use it • First aid equipment must be adequate and only used by someone qualified to do so • Lifesaving equipment is adequate • Water temperature is appropriate • Water appears clear and is regularly tested for quality • Depth of water is suitable for group and activities • Changing facilities safe and hygienic • Participants must be briefed as to how to behave in and around the water • If no lifeguard available, a designated leader must hold a relevant lifeguard award and act as a lifesaver. In addition to the lifesaver, there must also be a qualified first aider present. • In addition to lifesavers/lifeguards, sufficient leaders must act as observers to swimmers. • Diving should be allowed only with specific LA approval 	Hathersage Pool or LA run pools only (e.g. Ponds Forge)	Low	

Date of assessment: **May 2018**

Signed: 

Next assessment due: **May 2019**

ACTIVITY First Aid in non-remote areas

HAZARD/ACTIVITY	RISK HAZARD	PERSONS AT RISK	CONTROL MEASURES	COMMENTS - ACTIONS	RESIDUAL RISK RATING	YES IF ALL IN PLACE
Trips/fall leading to bleeding, unconsciousness, sprains/minor fractures	Injury Death	All	Knowledge to deal with ITC for these incidents/carry first aid and emergency kit/communications with Centre staff (phones/radios)/venues not high risk (safe water crossings, open land or pathways, no cliff edges etc)/good supervision and correct ratios.	With all hazards, adult with group should have current first aid qualification to ensure knowledge is available to deal with emergencies. However if leaders feel able to deal with emergency incidents, training can be provided which covers ITC for bleeding, choking, unconsciousness and pain for sessions to be led from Hagg Farm immediately after training. The content of this training session to be agreed by a HSE approved first aid trainer.	Low	Yes
Choking by eating	Death	All	Knowledge to deal with choking scenario		Low	Yes
Prior illness leading to seizure	Death	All	Knowledge of pupil medical history/knowledge to deal with safe control of seizure eg epileptic fit.		Low	Yes
Hot or cold injury	Illness	All	Weather forecast/adequate drink supply/advice from Centre staff daily on venues/appropriate outdoor equipment.		Low	Yes
Road traffic accident – road crossings	Death	All	Good supervision in correct ratios by competent adults.		Low	Yes

Date of assessment: **May 2018**

Signed: 

Next assessment due: **May 2019**

ACTIVITY Millers Dale Bridge Disabled Abseiler

As for Millers Dale Bridge Abseil plus:

HAZARD/ ACTIVITY	RISK HAZARD	PERSONS AT RISK	CONTROL MEASURES	COMMENTS - ACTIONS	RESIDUAL RISK RATING	YES IF ALL IN PLACE
Risk of falling due to gate being open	Falling	All	Leader should be qualified and inducted in the Operational procedures for this session Leadership – group management <ul style="list-style-type: none"> Minimise time that gate is open. Ensure that gate is locked if left unattended during the activity. Ensure that a safe area is maintained around the gate when it is open Appropriate protection for instructors near edge of bridge Be aware of dogs on the bridge when gate is open Ensure that the gate is locked when leaving the site 	See 'Notes from Miller's Dale Wheelchair Accessibility Training' available in the policies and procedures folders.	Low	Yes
Risk of injury to abseiler on the concrete edge of bridge.	Cuts/ bruises/gr azes	Abseiler	<ul style="list-style-type: none"> Use a large mat to protect the abseiler from injury on the edge of the bridge For more vulnerable users use a hoist to clear bridge wall and lift clear of wall as start abseil 		Low	Yes
Risk of abseiler descending too low making it difficult to get abseiler into chair	Difficult to get abseiler into chair	Abseiler	<ul style="list-style-type: none"> Clear system of communication between 'Belayer' and 'Lead Instructor' using hand signals/voice/radios ensures that abseiler does not descent too low. Lead instructor pulls abseiler into chair. 		Low	Yes
Risk of wheelchair user falling into river	Falling	Abseiler/Whe el-chair user	<ul style="list-style-type: none"> Lead instructor and another adult needed at the side of the river. Belayer ensures that abseiler is kept on belay until wheelchair is well away from the edge of the river and 		Low	Yes

when abseiling into chair			safe. Good communication between Belayer and Lead Instructor			
Risk of wheelchair falling into river from path next to river	Loss of wheel-chair	Wheel-chair user	<ul style="list-style-type: none"> Ensure that wheelchair brakes are on if chair needs to be left unattended 		Low	Yes
Risk of wheelchair tipping over on walk out to road	Falling	Wheel-chair user	<ul style="list-style-type: none"> Ensure that enough people are available to safely accompany the wheelchair. As many as four people may be needed. 		Low	Yes
Risk on road at end of fisherman's path and accessing vehicle on road.	Traffic accident	All	<ul style="list-style-type: none"> Care on road and around vehicle if loading needed. 		Low	Yes

Date of assessment: **May 2018**

Signed: 

Next assessment due: **May 2019**

HAGG FARM OUTDOOR EDUCATION CENTRE

No. A.36

ACTIVITY Neptune Mine/Holme Bank Chert Mine

HAZARD/ ACTIVITY	RISK HAZARD	PERSONS AT RISK	CONTROL MEASURES	COMMENTS - ACTIONS	RESIDUAL RISK RATING	YES IF ALL IN PLACE
<u>Neptune</u> – loose Rock (roof)	Injury/ death	all	Only use on LCMLA courses/move quickly across risk areas/inform group members	Tell group of risk prior to entrance	med	
Flooded shafts	Injury/death	all	Rope across main shaft (placed new bolts 2014)/good group brief/extreme care across first shaft		Low-med	
<u>Holme Bank Chert</u>						
Old machinery /pipework	Injury/death	all	Use only current PICA mines inspection route plus generic hazards/controls (RA:A1). Good group briefing/control		Low-med	

Date of assessment: **May 2018**

Signed:

Next assessment due: **May 2019**

HAGG FARM OUTDOOR EDUCATION CENTRE

No. A.37

ACTIVITY Climbing Boulder

HAZARD	RISK	PERSONS AT RISK	CONTROL MEASURES	COMMENTS - ACTIONS	RESIDUAL RISK RATING	✓ x
Falls from height	injury	All users	Matting provided to required specification Young people briefed to use sensibly upon arrival/in notes for leaders Design incorporates slide for ease of descent Sign provided with guidance for all users Special need users – leaders advised to provide supervision at all times	Notes in Intro talk/notes to leaders amended/PCV sheet amended	low	✓

Date of assessment: **May 2018**

Signed: 

Next assessment due: **May 2019**

HAGG FARM OUTDOOR EDUCATION CENTRE

No. A.38

ACTIVITY Open Canoeing

HAZARD	RISK	PERSONS AT RISK	CONTROL MEASURES	COMMENTS - ACTIONS	RESIDUAL RISK RATING	✓ ×
Unsuitable / Inappropriate Venue	Injury	participants	Qualified staff make judgements as appropriate based on the ability of the group.	On going near miss records and sharing of information with other instructors	Low	
Environment	Injury / drowning	participants	The Activity leader holds the appropriate qualification (experience) and work with a maximum group size of 12 participants, plus staff Supervised at all times when on and around water Appropriate PPE is worn		Low	
Equipment- Inappropriate use of and damaged equipment	Injury	participants	All equipment meets industry standards. All equipment is inspected regularly. Participants are briefed on correct use/fitting of equipment Any damaged equipment is identified and removed from service	Annual Maintenance programme is in place	Low	
Head Injury / Collisions	injury	participants	Group is supervised by a qualified / experienced instructor. Helmets are worn if appropriate to venue. Leader holds a First Aid Certificate First Aid + Emergency Kit carried by group.		Low	
Water Quality	illness	participants	Check any obvious signs at venue of water quality issues Open cuts/grazes covered Participants are advised to wash/ shower after activity where possible. Information regarding water borne diseases is given to group or accompanying member of staff.	Sharing of information with other users and instructors.	Low	
Other Users	injury	Participants / members of the public	Brief group on avoiding conflict / injury of other users/group members. Negotiate safe areas to use with your group if possible		Low	

Unsuitable / Inappropriate Venue	Injury	participants	Qualified staff make judgements as appropriate based on the ability of the group.	On going near miss records and sharing of information with other instructors	Low	
Environment	Injury / drowning	participants	The Activity leader holds the appropriate qualification (experience) and work with a maximum group size of 12 participants, plus staff Supervised at all times when on and around water Appropriate PPE is worn		Low	
Equipment- Inappropriate use of and damaged equipment	Injury	participants	All equipment meets industry standards. All equipment is inspected regularly. Participants are briefed on correct use/fitting of equipment Any damaged equipment is identified and removed from service	Annual Maintenance programme is in place	Low	
Exposure (sudden changes in weather)	Hypothermia hyperthermia	participants	Assessment of clothing /footwear worn by group Emergency equipment carried Instructor to obtain and monitor weather information. The instructor to be aware of the availability of help and shelter and make emergency plans accordingly		Exposure (sudden changes in weather)	
Behaviour	injury	Participants / general public	The session should be tailored to the needs of the groups. Some or all of the participants may be asked not to continue with the activity if safety is compromised.		Low	
Lifting and Carrying	injury	Participants / general public	Brief and supervise group when moving boats and other equipment		Medium	
	Injury	Participants /	Footwear to be worn, Participants made aware of dangers of fish hooks glass tin cans rubbish etc.		Low	
Water Hazards eg Rocks rapids Strainers, weirs	Injury	Participants	Briefing, Group Management, Helmets where applicable. Pass Hazards one boat at a time or portage. Helmets advised on fast flowing / shallow rivers – instructor should make themselves aware of changing water levels and obstacles	Share information with other users /instructors	Low	
Entrapment	Injury / drowning	participants	Pass obstacles one at a time or portage around Close Group Control – trained instructor		Low	
Swamping	immersion	participant	Observe weather conditions – Take suitable precautions			

	n	s	when rafting Canoes			
Site Specific: Damflask Reservoir						
Wind/ weather	Drowning / hypothermia	all	<ul style="list-style-type: none"> • Check weather before and on arrival • Monitor weather during session 	See operating procedures for Damflask re wind.	low	
Under water rocks	injury	all	<ul style="list-style-type: none"> • Correct footwear • Clear briefing 		Low	
Fish hooks and rubbish	injury	all	<ul style="list-style-type: none"> • Correct footwear worn at all times 		low	
Site Specific: Victory Quarry, Dove Holes						
Rock fall from cliffs	injury	all	<ul style="list-style-type: none"> • To wear helmet or to stay a safe distance from cliffs 	See op procedures	low	
Water quality	illness	all	<ul style="list-style-type: none"> • Check on arrival for dead fish and obvious pollutions on surface. Sharing of information with other users. Monitoring of users after trip. Covering of cuts and showering after session. 	Brief as necessary	low	
Other users	Injury/ confrontation	all	<ul style="list-style-type: none"> • Avoid areas others are using. If motor bikes are using venue, then reach an agreement on safe areas for groups. 		low	
Fish hooks and rubbish	Injury	all	<ul style="list-style-type: none"> • Always wear footwear 		low	
Site Specific: High Peak Canal						
Swamping and lock hazards	Injury/ drowning	all	Boats should be portaged around lock not paddled through them		low	
Powered boats – prop entanglement	Injury/ drowning	all	painters should be kept within the boat groups should try and give passage to powered vessels.	Briefing and group control		
Site Specific: Hope Ponds						
Acidic water	illness	all	Email Hope Construction to get latest water quality readings	See operating	low	

			before use(they will inform us if an issue)	procedures for email address		
Silt in specific areas	drowning	all	Avoid capsized drills in these areas	See operating procedures	low	

Canoeing

Qualification -Sheltered water – Level 2 coach

Personal Kit

Buoyancy Aids – correctly fitted

Warm clothing (neoprene vest if needed)

Appropriate footwear (worn on and off the water)

Helmets if appropriate – e.g. River or when playing boisterous games

Group Kit

Emergency Barrel – first Aid + KISU

Throw line

Tow line

There is a box of spare clothes in the kit store

Sail + Pole is available (in trailer)

Spars + ties (in trailer)

Spare barrel for medication cameras etc. if needed

Manual Handling

Stress need for good practice/ technique when loading and unloading trailer, then carrying boats to water's edge.

Be aware of danger of boats falling off sides during loading

Do not endanger members of public

On the water

Buoyancy aids must be zipped buckled at all times

Stress dangers of paddle blades if group in close proximity or using them to splash

Brief on finger entrapment and rib damage if playing games

Be aware of other water users brief group and to avoid conflict as far as possible - e.g. fishermen, walkers, rowers, narrow boats

Stress the need to stay together as a group – particularly to accompanying staff

Swimming / Games

*Group must wear Buoyancy aids and foot wear at all times
Swimmers should be appropriately supervised*

River Trips

Qualification - Level 3 coach canoe or kayak with 4 star canoe

- Strict group control and communication signals brief for rapids/ weirs etc
- Helmets advised on fast flowing / shallow rivers
- instructor should make themselves aware of changing water levels and obstacles
- If high water level be wary of strainers/ debris and other new hazards including water quality
- Manual handling difficulties at bottom of slalom course
- Traffic dangers at bottom of slalom course
- Weir and rapid may be safer if portaged or staff take boats whilst group walk around any areas of concern

Date of Assessment **May 2018**

Signed:



Next assessment due **May 2019**

- constructed by Sara Turner Level 3 open canoe coach
- ratified by Paul Booker Level 4 Coach with 5 star and aspirant level 5

ACTIVITY Wildlife Garden Fire Pit

HAZARD	RISK	PERSONS AT RISK	CONTROL MEASURES	COMMENTS - ACTIONS	RESIDUAL RISK RATING	✓ ✕
Burn whilst starting the fire	Burn	All users	<ul style="list-style-type: none"> • No chemicals/lighter fluid/fuel etc to be used to light the fire pit. • Responsible adult to light the fire pit. • Children can be involved in collecting wood and building the small fire PRIOR to lighting. • Fire gloves available. • Teacher pack with first aid kit available. 	See <i>Fire Pit Safety</i> document for information.		✓
Spread of fire outside the fire pit	Damage to surrounding area	All	<ul style="list-style-type: none"> • Ensure nothing flammable within circle of seats • Site staff regularly assess trees around the fire pit to ensure no low hanging branches over the fire pit. • Do not allow use of fire pit if high winds. Speak to Hagg Farm manager for guidance if unsure. • Responsible adult should always supervise the fire pit whilst it is burning. • Keep the fire small. Just put in enough fuel to keep the fire burning gently. • Sand and water buckets available next to the fire pit at all times. • Ensure the fire is properly extinguished before leaving it at the end of the session.. • Kindling and log store located some distance from the fire pit. 	See <i>Fire Pit Safety</i> document for information		
Burn from coming into contact with hot embers etc within the fire pit.		All	<ul style="list-style-type: none"> • Young people briefed regarding how to move around the fire pit. • Seating at least 1.5 metres away from the fire pit. • If children are adding fuel to the fire pit this should be done with 1:1 supervision. • Long hair should be tied back • Fire blanket available. 	See <i>Fire Pit Safety</i> document for information.		

			<ul style="list-style-type: none"> • If using the fire pit in the dark ensure that adequate torch light is available in emergency. 			
Release of toxins from fire pit		All	<ul style="list-style-type: none"> • No rubbish/large amounts of paper to be burnt. Rubbish etc will throw off embers and toxins. • No pressure treated wood to be burnt. 			

Date of assessment: **May 2018**

Signed: 

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ACTIVITY Using the centre as residential establishment

HAZARD/ ACTIVITY	RISK HAZARD	PERSONS AT RISK	CONTROL MEASURES	COMMENTS - ACTIONS	RESIDUAL RISK RATING	YES IF ALL IN PLACE
Using bunkbeds	Falling	Pupils	Brief in intro talk/ladders at end or side		low	Yes
Fire	Burns/ death	All	Fire practice each group/regular alarm system+lighting tests/inspection of building by Derbyshire Fire Service annually/fire policy/maintenance of fire equipment/no smoking unless in specified outdoor area (by arrangement)/suitable storage of flammable materials/COSHH assessments/maintain fire doors/closures/waste bins chained	H&S file/ fire logbook/ memos to staff/ COSHH assessments	low	Yes
Defective floor cover/cable management	Trips	All	Termly inspection by other service manager/continued awareness		low	Yes
Electrical equipment	Injury	All	Regular inspection/check on use/advice to staff	Annual PATs tests	low	Yes
Use/storage of chemicals	Burns/ illness	All	Correct storage/advice to staff/COSHH assessments/protective clothing		low	Yes
Wet areas (flooring)	Slips	Pupils staff	Regular cleaning/mats & steps in shower areas		low	Yes
Overnight use by pupils – illness/issue s overnight	Illness/ injury	Pupils	Teachers/adults sleep in same area of centre/settle pupils before retiring/information sheet re: these arrangements supplied to schools to issue to parents, with consent form		low	Yes
Overnight use by pupils - security	Injury/ attack	Pupils	Leader issued with keys to all external doors/small or secure external windows to dorms/no isolated pupils/external lights left on/ CCTV		low	Yes

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Signed:


Next assessment due: **May 2019**