



# Old Down Country Park

## Risk Assessment for School and Group Visits 2011

Safety at Old Down Country Park is paramount to ensure that our visitors enjoy our facilities. We have regular safety checks in place to guarantee that all areas of the estate are suitable for the members of the public. This document highlights each individual location within the premises, identifies potential risks/hazards with details of preventative measures. Please note that our environment here at the park is constantly evolving and changing, therefore this document is an overview of potential risks.

This Risk Assessment has been carried out using guidance from the Health and Safety Executive [www.hse.gov.uk](http://www.hse.gov.uk). The website can provide further details on all aspects of Health and Safety if required.

Our First Aid Station is located on the bottom deck of the 'Big Yellow Education Bus' next to the café and we have fully trained first aiders at hand if required.

If you require further information or guidance with regards to your visit please contact 01454 414081 or email [info@olddownpark.co.uk](mailto:info@olddownpark.co.uk).

### CAR PARK & TICKET OFFICE

Task or Environmental Condition	Potential Hazard	Exposure	Risk	Preventative Measures
Traffic from cars entering site	Injury by vehicle	Often	Med/High	Mandatory 5mph speed limit for ALL vehicle movements. Signage on entry road to inform drivers of speed limit and caution signs erected to



Loose gravel	Trips, stumbles, bruises, grazes	Often	Med	<p>alert visitors of hazards.</p> <p>Assess the area on a daily basis and ensure that large rocks are removed each day by groundsmen in the morning before guests arrive.</p>
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#### VICTORIAN WALLED GARDEN

Task or Environmental Condition	Potential Hazard	Exposure	Risk	Preventative Measures
Broken plastic toys	Cuts	Occasional	Med	Daily check of toys and dispose of any which are broken
<b><u>Bouncy Castle:</u></b>				
Transferable bacteria	Sickness	Med	Med	Wiped with sanitizer before and after busy periods. Anti-bacterial hand wash available all around the park.
Self induced damage i.e. colliding body parts	Bruising, cut lips, nose bleeds	Med	Med	Adult supervision required at all times (notices in place to advise all users) and staff observation



Inflation levels	Falls and impact	Low	Low	Power socket for fan checked daily and electrically tested annually. Punctures are repaired in a timely manner.
Falls from external steps to Farm Shop	Bruising, cuts & sprains	Med	Med	Hand rails on either side of steps and ramp for easy access. Steps are cleaned at regular intervals.
Outside Pond	Drowning/Trips	Med	Med	Metal grate secured in pond for extra safety to prevent visitor falling in. Also signage to warn of danger.
Trampolines – self induced damage i.e. colliding body parts	Bruising, nose bleeds, cut lips	Med	Med	Signs in place for adult supervision, maximum numbers allowed at any one time. Safety nets affixed to all trampolines along with wooden box steps for children to climb on safely. Equipment checked regularly and repaired in a timely manner. We have a dailt checklist available to view



Decking area	Falls, Trips	Med	Med	if required. Steps to decking area, handrails in place and ramp for disabled access. Wood has sufficient grip in place. Stone surround has been installed so that wet shoes get wiped before entering wooden area.
Wendy House - Handles, Nails and worn timber	Splinters, cuts	Med	Med	Repair immediately and highlight in audit report.
Climbing frame	Falls, splinters	Med	Med	Adult supervision signs are in place and bark chippings have been put in place for 'soft' landings.
<b>Sand Pit</b> Sand depth	Bruising	Rare	Med	Sand is topped up before busy periods and is checked daily and is covered each evening
Sand in eyes	Abrasion	Med	Med	Eye wash is available in the first aid area on the Big Yellow Bus
Plastic buckets/spades	Cuts	Med	Med	Daily check of sand pit toys, any broken items to be immediately thrown



				away and replaced
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**FARM SHOP**

<b>Task or Environmental Condition</b>	<b>Potential Hazard</b>	<b>Exposure</b>	<b>Risk</b>	<b>Preventative Measures</b>
Freezer electric supply cables	Slips & Trips	Med	Low	Protective plastic cable cover installed over walk ways to prevent slips
Unstable stock positioning or stacking	Falling items	Med	Med	Ensure stock is arranged in a safe and stable manner
Obstructed walkways	Falling over items, slips & trips	Med	Low	Remove obstruction, ensure that deliveries do not obstruct exits and entrances
Sell by dates on perishables	Poisoning	Med	Med	Discard out of date items and rotate stock regularly
Wet Floor	Slipping & injury	Rare	High	Use wet floor sign when mopping. Shop floor cleaning to be performed 'out of hours'



**CAFÉ**

<b>Task or Environmental Condition</b>	<b>Potential Hazard</b>	<b>Exposure</b>	<b>Risk</b>	<b>Preventative Measures</b>
Food contamination in kitchen or servery	Poisoning i.e. Ecoli/Salmonella	Rare	High	Anti-bacterial hand washing facilities for staff. Adhere to 'Safer Food Better Business Guide' from Food Standards Agency. Daily cleaning schedules. Staff are trained in food hygiene
Furniture wear and tear	Splinters/cuts	Rare	Med	Check tables and chairs for rough edges/damage and fix/replace where necessary
Carvery server station	Burns	Med	Med	Visitors do not touch area as staff serve food. Warning notice placed by servery
Hot drinks	Burns	Often	Med	Drinks prepare area is sectioned off from the public and coffee machine, urns are well away. Tray rests in place. Take away hot drinks have lids to stop



Stone floor	Falls and slips	Often	Med	<p>spillage.</p> <p>The café is a barn so visitors know that the floor is uneven. Membrane will be used to cover area in May 2011 to reduce slips and falls.</p>
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#### ANIMAL ENCLOSURES & FARM YARD BARN

Task or Environmental Condition	Potential Hazard	Exposure	Risk	Preventative Measures
Cleaning implements such as brooms, shovels etc	Falling, trips	Rare	Low	Kept inside Land Rover trailer. No public access
Gate barriers for pens, visitors entering, children climbing	Animals biting, kicking, splinters, falling	Med	Med	Signage stating 'No Entry' to animal enclosures and 'adult supervision'. Gates locked on a daily basis by Rangers.
Animal movement around site when open	Tripping, knocking, kicking of animals	Rare	Low	Staff to supervise movement of animals. Never allow public to lead animals. Warn visitors to



<p>Animal Interaction i.e. feeding lambs</p>	<p>Bites, scratches, infection</p>	<p>Med</p>	<p>Med</p>	<p>keep a safe distance away. Staff must keep a firm grip of the animal holding lead ropes close to collars.</p> <p>Briefings given to visitors before sessions i.e. do not stand behind animals as they may kick, do not feed animals from your hands. Visitors not to use any equipment for the animals such as brushes. Full supervision by trained animal rangers only. Anti bacterial hand wash given after all sessions to all involved</p>
<p>Diseases and infection from animals to humans such as such as E Coli</p>	<p>Sickness, infection</p>	<p>Med</p>	<p>Med</p>	<p>All areas of the estate to be maintained to a high level of cleanliness. Staff trained on an annual basis with regards to cleaning procedures. Staff to give verbal instruction to visitors to wash hands after interaction. Signage by antibacterial handwash. Regular disinfecting of animal pens. Vaccination of animals where</p>



<p>Children handing food after interaction with animals</p>	<p>Germs, infections</p>	<p>Med</p>	<p>Med/High</p>	<p>appropriate by vet.</p> <p>Hand wash available in café/shop/barn area. Visitors encouraged to wash hands using signage, staff.</p>
<p>Storage of feed in bins</p>	<p>Ingestion</p>	<p>Low</p>	<p>Med</p>	<p>Bins are kept together in the barn which is away from the public in a 'staff only' barn.</p>
<p>Broken/ Rough Fencing</p>	<p>Splinters, cuts, animals escaping</p>	<p>Med</p>	<p>Med</p>	<p>Signage if there is barbed wire. Fences fixed if broken as soon as possible</p>



### MAIN ADVENTURE PLAYGROUND

Task or Environmental Condition	Potential Hazard	Exposure	Risk	Preventative Measures
<p><b>All area of playground to include:</b>            Slides, fort, tunnel, zed planks, blue poles, 4 poles, 2 planks, wendy house, swing maze, stumps, pyramid, pole ramp, rope swing, telegraph pole, monkey bars, wicket, angle poles, sloping walls, traverse ropes, stilts, small climbing wall, scramble net &amp; ditch walk</p>	Knocks, splinters, cuts, bruises, breaks, falling, impact	<b>Med</b>	<b>Med</b>	We have a daily check sheet that we use to check that all areas of play equipment are safe to use. If there are any faults the maintenance department will cordon off and fix as soon as possible. Adequate signage has been erected at site i.e. children must be supervised by adults at ALL times. Our check list is available if required.

### WOODLAND WALK

Task or Environmental Condition	Potential Hazard	Exposure	Risk	Preventative Measures
Uneven ground, mud	Trips, falls	Seasonal	Low	Woodland clearings to be maintained on a seasonal



Overgrown foliage	Scratches, stings	Seasonal	Low	<p>basis. Clearing of leaves and trip hazards such as tree roots. We are working with a bushcraft company who will be using the area on a more regular basis, therefore the area will be maintained. Larger hazards will be dealt with if and when they arise. Closure of the walk will take place if there has been rainy weather, snow or ice.</p> <p>Monthly check and additional observation in Spring and wet seasons.</p>
Unstable firewood stacks	Falls, Trips, Splinters	Seasonal	Low	<p>Monthly check and additional observation in Spring and wet seasons. Disassemble any stacks where needed</p>



### CLIMBING WALL

Task or Environmental Condition	Potential Hazard	Exposure	Risk	Preventative Measures
Wall harnesses	Falling from height	Med	High	Climbing wall supervisors have been specially trained by the specialist wall company. There are harnesses for adults and children. 'Rules' sign is always available and the wall is sectioned off with fence and padded mats. The wall uses a very safe auto-belay system. Full risk assessment and information on climbing wall is available from the park office.

### JUMPING PILLOW

Task or Environmental Condition	Potential Hazard	Exposure	Risk	Preventative Measures
Punctures to canvas	Cuts, bumps, scratches, impact	Med	Med	Good signage in place – only a maximum of 15 at



<p>Failure of the fan</p> <p>Overcrowding</p>				<p>any one time. Jewellery to be removed, no somersaults etc. Daily maintenance checks are carried out (evidence can be found in office),</p>
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