

The Animal Ark

The Animal Ark is governed by health and safety legislation and subject to local authority inspection by Broadland District Council. During their annual inspection the Environmental Health and Safety Officers examine the following areas of risk that apply at the centre - environmental conditions, equipment condition and maintenance and hygiene facilities. Animal security standards are regulated by DEFRA and separately examined by an appointed vet on a regular basis.

We strongly recommend that the teacher in charge of the trip use this generic risk assessment to tour the park prior to the trip and check for any other risks that may apply to their party. Prior to the trip discuss this risk assessment with the Headteacher/Educational visits coordinator.

RISK ASSESSMENT FOR ACTIVITIES

Activity/ Process/ Operation	What are the Hazards to Health and Safety	What Risks do they pose and to whom?	Risk Level H/M/L	What precautions have been taken to reduce the risk?	Risk Level Achieve d H/M/L	What further action is needed to reduce the risk
Visit to The Animal Ark.	Accidental injury 1. Tripping, falling 2. Falling off /stuck on play equipment.	Children	M	Children to be briefed prior to the event about health and safety, precautions, behaviour etc and reminded on arrival. Remind children to look where they are going, warn them about busy places and potential hazards.	L	Staff to follow LA guidelines on educational visits. All medical information along with consent to be obtained for every person attending the activity prior to attendance.
Food	Food poisoning / sickness	Children eating without washing hands. Eating too much food.	L/M	Remind children to wash hands thoroughly before eating, especially after handling animals. (There are hand washing facilities on site.) When allowed to do so by	L	Bring anti bacterial wet wipes.

				adults animals to be approached and handled with care and quietly.		
Lost in The Animal Ark.	Getting lost or separated within park. Young persons wondering off from the group.	Children.	M	Arrange for group members to stay in groups or least in pairs. Organise mobile phone numbers before leaving base. Groups have staff mobile phone numbers	L	Contingency Plan in place. Staff/ pupil ratio meets LA guidelines. Always at least 1 member of staff at agreed location. Ask for mobile number of a member of Ark staff to help with emergencies.
Open Water	Lake, carp pond - may fall in	Personal injury/risk of drowning.	M	Small lake is completely surrounded by post and rail and wire fence. Radio or mobile phone to summon help. On site instruction and supervision.	L	Children should be briefed about not going near to open water and not to cross any barriers without adult supervision.
Contact with animals	Allergy/ germs etc. Medical information, including known allergies to be obtained and any medication to be taken with pupil. Emergency plan in place. All group members to be fully inducted on entering the premises so that all are aware of what they can and cannot do and what to do in an emergency.	Children Allergic reaction to fur, straw, dusts, feathers Children must be made aware that any contact with animals may result in being bitten or scratched.	M	Brief young people not to feed /touch animals without following adult safety instructions. Wash hands after contact. Parents/guardians to be made aware of hazards associated with contact with animals. Parents to inform staff of allergies.	L	Reminders to young person to follow safety instructions. Have allergy/ inhaler medication for those who need it. Ensure exposed cuts/grazes etc are covered with a waterproof dressing Many enclosures and pens give specific instructions about not touching animals or

	Risk of being bitten, pecked or scratched by animals/birds.					warning signs that some animals may bite. Adults must ensure that children are made aware of the dangers and supervise accordingly.
Extreme weather	Getting wet, cold or sun burnt.	Children and adults.	M	Information to parents or guardians about need for suitable clothing, footwear. Suncream and insect repellent. Leader to advise teacher to take child into shade and give water if gets heat exhaustion	L	Staff to provide suncream, repellent etc. Use indoor facilities in extreme weather.
Using play equipment and apparatus.	Trips and falls.	Children and adults.	M	Walls and pens not to be climbed. Sturdy boots and suitable clothing to be worn by all party members	L	Staff to remind children to take care when climbing equipment etc. First Aid kit to hand. First Aiders on hand at the Entrance gate and First aid kits fully stocked
Risk of Fire	Getting trapped, burning injuries	Children and adults	L	Site examined regularly to remove risk. Fire extinguishers tested and placed in public buildings.	L	Staff aware of fire safety. Evacuate building immediately through nearest fire escape.

NB You may decide that some children need an individual risk assessment pertinent to their specific need. This will be negotiated with their parent/carer.