

Location/Event: Beach School Activities

Date of Assessment: September 2014

Due for review: Annual, although specific needs of group assessed for each visit

Assessment completed by: Melanie Harvey

Children with additional needs: Yes/No If Yes, please find additional risk assessments attached.

Hazard/Risk	Risk before control measures	Persons at risk?	Control Measures	Comments/ Actions	Residual Risk Rating
Exposure to weather	Cold injury, Heat injury	Children, Staff, Volunteer	<ul style="list-style-type: none">• Consider possible weather conditions and plan appropriate programme, clothing and equipment.• Plan for children who may not bring suitable clothing – check before departure and/or bring spares.• Daily weather forecast obtained and plans adjusted accordingly	Provide clear information about suitable clothing and equipment to school, pupils and parents.	Low
Travelling to /from beach	Injury, death	Children, Staff, Volunteer	<ul style="list-style-type: none">• All members of the group to wear high visibility jackets• Organise children into groups with a named leader• Named leader to organise children into pairs for walk along pavement• Volunteer group leaders to walk on the road side, alongside their group, providing reminders about road safety when appropriate.• Leader to walk at the front of the group. Another adult to walk at the rear of the group• If the road needs to be crossed this will be done as a group – pairs following behind each other, crossing between two adults standing in the road.	Ensure all members of the group wear high visibility jackets Provide clear information about road safety and the expectation of behaviour when walking along a pavement.	Low



Child lost or separated from group, inadequate supervision	Injury, death	Children	<ul style="list-style-type: none"> • Supervising staff and volunteers competent and understand their roles • Sufficient supervision – EYFS 1 adult to 4 children, Key Stage 1, 1 adult to 6 children and Key Stage 2, 1 adult to 10 children • Plan and use suitable group control measures – large group split into small groups with a named adult. • Ensure all staff and children aware of the location of the activity and relevant meeting points. • Head counts by leader throughout session and particularly at arrival/departure points and when separating or reforming groups. 	Plan supervision before visit and ensure all staff/volunteers (and children) are fully briefed.	Low
Safeguarding	Child protection incident	Children Volunteers	<ul style="list-style-type: none"> • Leader and staff are DSB registered. • Volunteers are never left on own with children, in a closed environment. • Volunteer never left alone with a single child. • Issues or concerns about an adult are passed on to the designated senior person. • Issues or concerns about a child are passed on to the designated senior person. • Disclosure from a child is passed on to the designated senior person. 	Ensure all staff and Leaders are on DSB register. Ensure volunteers are aware that they should not be left with a group to protect themselves. Ensure all staff, leaders and volunteers are aware as to who the Designated Senior person is.	Low
Illness or injury	Illness, injury	Children, Staff, volunteer	<ul style="list-style-type: none"> • 1st Aid cover accessible and appropriate • Leaders know how to call emergency services • School staff, pupils and parents are reminded to bring individual medication and this is securely kept. • Mobile phones carried by staff and Leader • Emergency contact i.e. school is aware of visit and who is off-site. 	Leader to carry First Aid Kit Ideally, additional First Aid kit to be taken Leader to have a current First Aid Certificate Medication for individual children to be carried by their group leader, or First Aider if more appropriate.	Low



Special needs of specific pupils – medical behavioural educational	Illness, injury	Children, Staff, volunteers	<ul style="list-style-type: none"> • Obtain information from parents • Take advice from class teacher and/or SENCo if appropriate • Make necessary arrangements for individual pupils including individual risk assessments and additional staffing as necessary 	See parental consent forms.	Low
Falls, drowning	Injury, Death	Children Volunteers Parents	<ul style="list-style-type: none"> • Leader experienced in the physical area visiting • Routes researched and pre-walked – significant hazards – cliffs, water hazards, sinking sand, mud slides avoided or carefully assessed. • Weather forecast obtained and conditions monitored – route changed if necessary 	Leader competence approved Leader completes specific risk assessments for significant hazards Leader makes ongoing assessments at start and during activity	Low

