

## Site Risk Assessment for Forest

### Site risk assessment for Forest School

<b>Last updated:</b>	December 2022	<b>By:</b>	Emma Dunn	<b>Suggeste d next review</b>	September 2023			
<b>Description:</b>	Amenity area attached to Westminster Primary School. Area dominated by amenity grassland with 5 mature trees (Italian alder and horse chestnut) and some relatively new areas of tree and hedge planting. The area is surrounded by trees and shrubs just inside the boundary fence. There is an area of hardstanding measuring approximately 30m x 35m (1050 m <sup>2</sup> ) with a hardstanding path leading to it from the gate access off Grace Road and a mound in the eastern corner of the site with a manhole cover standing proud of the ground at the top. The site is only accessible through a gate which is padlocked when not in use.							
<b>Hazard / activity</b>	<b>Harm/risk factors</b>	<b>Peopl e at risk</b>	<b>Primary control measures</b>	<b>P</b>	<b>S</b>	<b>R</b>	<b>Additional control measures / action required</b>	<b>Who/when</b>
Overhanging branches or tree at risk of falling	Branch or tree could fall onto someone	Children , adults, staff.	Check FS site before each session, especially after strong winds for snapped branches or trees. Call off session or relocate session if any hazards identified. Inform woodland management team to remove hazard.	1	4	4	Use hazard tape to highlight the hazard and stop people from going close to the hazard	<b>FSL</b> – safety check of site before session, briefing before activity, advise school staff / caretaker <b>Caretaker</b> – ongoing safety monitoring and maintenance of site <b>School staff</b> – highlight any issues with FSL and /or caretaker <b>Adult helpers</b> – highlight any issues with FSL and / or school staff

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Uneven ground: vegetation and deadwood.	Slips, trips and falls causing cuts and grazes	Children, adults, staff.	Children and staff advised to wear sensible footwear. Warn children to look where they are going and to look out for roots, branches and holes on ground. Children advised not to climb on tree branches above shoulder height. Carry first aid kit.	3	1	3		<p><b>FSL</b> – safety check of site before session, clear any hazardous objects along footpaths, briefing before activity, provision of or guidance on first aid kit. advise school staff / caretaker (if necessary)</p> <p><b>Caretaker</b> – ongoing safety monitoring and maintenance of site</p> <p><b>School staff</b> – highlight any issues with FSL and /or caretaker</p> <p><b>Adult helpers</b> – highlight any issues with FSL and / or school staff</p>
Challenging terrain	Slips, trips and falls causing cuts and grazes	Children, adults, staff.	Children advised wear sensible footwear. Warn children to look where they are going. Carry first aid kit. Additional adult helpers.	3	1	3		<p><b>FSL</b> – safety check of site before session considering weather conditions, briefing before activity, provision of or guidance on first aid kit. advise school staff / caretaker if necessary</p> <p><b>Caretaker</b> – ongoing safety monitoring/ maintenance of site</p> <p><b>School staff</b> – highlight any issues with FSL and /or caretaker</p> <p><b>Adult helpers</b> – highlight any issues with FSL and / or school staff</p>

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Nettles, thorns and insects	Stings or scratches	Children, adults, staff.	Show children hazards so that they will know what to avoid and inform them to stay away from nettle patches, thorny plants and insect nests. Carry first aid kit. Children must wear long sleeves and long trousers when engaging in forest school activities to reduce the risk of insect bites, nettle stings and scratches from thorns. PE kits may only be worn if children are engaging in sports activities.	3	2	6	Cut back nettles and thorns if necessary and consider moving activities if insect nests become problematic.	<b>FSL</b> – safety check of site before session, briefing before activity, provision of or guidance on first aid kit. Cut back nettles / thorns if necessary or advise school staff / caretaker <b>Caretaker</b> – ongoing safety monitoring/ maintenance of site <b>School staff</b> – highlight any issues with FSL and /or caretaker <b>Adult helpers</b> – highlight any issues with FSL and / or school staff
Working close to nature	Dirty hands when eating causing illness	Children, adults, staff.	Advise children not to put hands in or near mouth, dress any open wounds. Wear gloves when needed. Enforce strict hand washing regime before snacks, drinks and lunch and on leaving site. Water and hand cleaning gel provided for children to use.	1	3	3	FSL and adults to model behaviour	<b>FSL</b> – briefing before activity, provision of or guidance on safety equipment (gloves, hand washing). <b>School staff</b> – reinforce briefing, provision of safety equipment (if necessary), monitor / guide during <b>Adult helpers</b> – reinforce briefing, monitor / guide during

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Berries, fungi and other edibles	Poisoning or allergic reaction or even death	Children , adults, staff.	Ground rules – we do not put anything in our mouths that we find in the woodland. Wash our hands before eating food.	2	4	8	FSL and adults to model behaviour	<p><b>FSL</b> – safety check of site before session, briefing before activity, provision of or guidance on safety equipment (hand washing). advise school staff / caretaker</p> <p><b>Caretaker</b> – ongoing safety monitoring/ maintenance of site</p> <p><b>School staff</b> – highlight any issues with FSL and /or caretaker, reinforce briefing, provision of safety equipment (if necessary), monitor / guide during</p> <p><b>Adult helpers</b> – highlight any issues with FSL and / or school staff, reinforce briefing, monitor / guide during</p>
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Low branches	Injury to face / eyes / body	Children , adults, staff.	Warn children to look out for branches when moving through the woodland.	1	4	4	Consider cutting back low branches.	<p><b>FSL</b> – safety check of site before session, briefing before activity, provision of or guidance on safety equipment (first aid kit). advise school staff / caretaker</p> <p><b>Caretaker</b> – ongoing safety monitoring/ maintenance of site</p> <p><b>School staff</b> – highlight any issues with FSL and /or caretaker, reinforce briefing, provision of safety equipment (if necessary), monitor / guide during</p> <p><b>Adult helpers</b> – highlight any issues with FSL and / or school staff, reinforce briefing, monitor / guide during</p>
Weather – extreme temperatures	Hyper or hypothermia , sunburn	Children , adults, staff.	School informed that all children must appropriate protective clothing e.g. warm clothing, waterproofs, sun hat. Advise to bring sunscreen if appropriate. Provide regular hot or cold drinks.	1	4	4	FSL and adults to model behaviour. Alter activities accordingly.	<p><b>FSL</b> – monitor weather forecast before session, briefing before activity, provision of or guidance on safety equipment (clothing, sun cream, drinks).</p> <p><b>School staff</b> –reinforce briefing, provision of safety equipment (if necessary), monitor / guide during</p> <p><b>Adult helpers</b> –reinforce briefing, monitor / guide during</p>

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Weather – rain	Hypothermia , slipping on wet ground	Children , adults, staff.	School informed that all children must appropriate protective clothing e.g. waterproof jacket and trousers, wellington boots or waterproof walking shoes. Communal tarpaulin erected above fire circle.	2	4	8	FSL and adults to model behaviour. Alter activities accordingly.	<p><b>FSL</b> – monitor weather forecast before session, briefing before activity, provision of or guidance on safety equipment (clothing, sun cream, drinks).</p> <p><b>School staff</b> –reinforce briefing, provision of safety equipment (if necessary), monitor / guide during</p> <p><b>Adult helpers</b> –reinforce briefing, monitor / guide during</p>
Weather – windy	Falling branches / trees, debris in eyes.	Children , adults, staff.	Sessions to be cancelled in extreme weather conditions e.g. high winds.	1	5	10	Forecast to be monitored by FSL before the session.	<p><b>FSL</b> – monitor weather forecast before session, monitor during</p>
Litter and debris	Cutting hand, trip, entrapment, suffocation	Children, adults and staff.	Site sweep before session to remove litter. Group warned to not pick up any sharp or dangerous objects and to inform FSL.	1	4	3		<p><b>FSL</b> – safety check of site before session, briefing before activity, provision of or guidance on safety equipment (litter pickers, gloves), advise school staff / caretaker</p> <p><b>Caretaker</b> – ongoing safety monitoring and maintenance of site</p> <p><b>School staff</b> – highlight any issues with FSL and /or caretaker</p> <p><b>Adult helpers</b> – highlight any issues with FSL and / or school staff</p>

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Large shelter	Hit by loose or falling shelter, entrapment, suffocation	Children, adults and staff.	Specific knots and lashing systems are used for larger shelter construction. If placed above fire circle, ensure at least 3m high. Consider taking shelter down in high winds.	1	5	5	The group need to have practiced and understand lashing before being involved in more major construction. Supervision by leader or competent helper.	<p><b>FSL</b> – safety check of site before session, briefing before activity, provision of or guidance on safety equipment (first aid kit), advise school staff / caretaker (if necessary), monitor / guide during</p> <p><b>Caretaker</b> – ongoing safety monitoring and maintenance of site</p> <p><b>School staff</b> – highlight any issues with FSL and /or caretaker, reinforce briefing, monitor / guide during</p> <p><b>Adult helpers</b> – highlight any issues with FSL and / or school staff, monitor / guide during</p>
Vehicles	Collision	Children, adults, staff.	Site only accessible to persons with a key for the padlock i.e. the school and the local council grounds maintenance. Avoid using the field at the same time as any other vehicles. If not possible, speed restriction of 5 – 15mph. Brief students and drivers regarding being aware, avoiding certain areas and giving way.	1	3	3		<p><b>FSL</b> – safety check of site before session, liaise with school, briefing before activity, monitor / guide during.</p> <p><b>Caretaker</b> – ongoing safety monitoring/ maintenance of site</p> <p><b>School staff</b> – highlight any issues with FSL and /or caretaker, reinforce briefing, monitor / guide during</p> <p><b>Adult helpers</b> – highlight any issues with FSL and / or school staff, reinforce briefing, monitor / guide during</p>

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Members of the public	Exposure to inappropriate behaviour, interference, abduction, attack	Children, adults, staff.	Boundary walked with group. Advise children to stay within the boundary and to always be able to see the leader or an adult helper. Ensure appropriate ratios of adults.	1	4	4	Consider marking the boundary e.g. rope or material wrapped around tree trunks / branches	<p><b>FSL</b> – safety check of site before session, briefing before activity, monitor / guide during. advise school staff / caretaker</p> <p><b>Caretaker</b> – ongoing safety monitoring/ maintenance of site</p> <p><b>School staff</b> – highlight any issues with FSL and /or caretaker, reinforce briefing, monitor / guide during</p> <p><b>Adult helpers</b> – highlight any issues with FSL and / or school staff, reinforce briefing, monitor / guide during</p>
Waterbody / course	Drowning, getting wet / cold, waterborne diseases	Children, adults and staff.	<p>Group to be made aware of water. Students told not to enter deep water. Students to only enter shallow water if an adult is present and if assessed as safe to do so.</p> <p>School and parent / carer advised to bring suitable clothing.</p> <p>Ensure appropriate adult ratios.</p> <p>Any activities in the water to be risk assessed.</p> <p>Children to always wash hands after contact with water and especially before eating.</p>	1	5	5		<p><b>FSL</b> – safety check of site before session, briefing before activity, provision of or guidance on safety equipment (hand washing), advise school staff / caretaker (if necessary), monitor / guide during</p> <p><b>Caretaker</b> – ongoing safety monitoring and maintenance of site</p> <p><b>School staff</b> – highlight any issues with FSL and /or caretaker, reinforce briefing, monitor / guide during</p> <p><b>Adult helpers</b> – highlight any issues with FSL and / or school staff, monitor / guide during</p>



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Dogs	Dog bite Infection and disease	Children , adults, staff.	No evidence of dog walking on site. Advise children not to approach dogs and to report any dog faeces found to FSL Hand washing facilities to be provided.	1	4	4	FSL and adults to model behaviour	<p><b>FSL</b> – safety check of site before session, briefing before activity, monitor / guide during. advise school staff / caretaker</p> <p><b>Caretaker</b> – ongoing safety monitoring/ maintenance of site</p> <p><b>School staff</b> – highlight any issues with FSL and /or caretaker, reinforce briefing, monitor / guide during</p> <p><b>Adult helpers</b> – highlight any issues with FSL and / or school staff, reinforce briefing, monitor / guide during</p>
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### Explanatory notes:

- **Hazard** – anything that can cause harm or potential to cause harm
- **Harm** – caused by hazard. The potential harm is what that hazard may cause. If the hazard is working on ladders then impact with ground will be the harm
- **People at risk** – those likely to be affected by the hazard
- **Existing preventative measures** – what is already in place to prevent that hazard from causing harm, such as, policy and procedure, barriers to prevent access etc.
- **Risk** – is the chance high or low that somebody will be harmed by the hazard.
- **Probability** – the likelihood that the hazard will cause harm
- **Severity** – the seriousness of the incident that may be caused
- **Rating** – the probability multiplied by the severity gives a figure from 1 – 25. Any hazard scoring above 12 will need to have immediate additional control measure put in place to prevent a serious accident.
- **What measures need to be taken** – additional control measures that need to be put in place to reduce and further minimise the risk. These may be immediate or a process to be done over a longer period of time (possibly carried out by the group i.e. brashing trees to prevent eye injuries).
- **Who / when** – a record of who is responsible for implementing any action relating to that hazard

<b>Severity</b>	<b>5</b>	<b>5</b>	<b>10</b>	<b>15</b>	<b>20</b>	<b>25</b>
	<b>4</b>	<b>4</b>	<b>8</b>	<b>12</b>	<b>16</b>	<b>20</b>
	<b>3</b>	<b>3</b>	<b>6</b>	<b>9</b>	<b>12</b>	<b>15</b>
	<b>2</b>	<b>2</b>	<b>4</b>	<b>6</b>	<b>8</b>	<b>10</b>
	<b>1</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	
	<b>Probability</b>					

<b>Rating</b>	
<b>16 – 25</b>	<b>Very high</b> – do not proceed unless substantial additional measures (seek approval)
<b>12 – 15</b>	<b>High</b> – ensure adequate immediate additional measures
<b>6 – 10</b>	<b>Medium</b> – consider addition measures
<b>1 - 5</b>	<b>Low</b> – proceed

$P$  (Probability of injury 1 - 5) x  $S$  (severity of injury 1 - 5) =  $R$  (consequential risk –

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Severity	
5	<b>Major accident</b> – multiple serious injuries or fatality
4	<b>Serious injury / multiple injuries</b> – requiring immediate medical attention.
3	<b>Injury</b> – requiring non-immediate professional medical attention.
2	<b>Minor injury</b> – basic first aid administered. This would include minor cuts, bruising, abrasions and strains or sprains of ligaments, tendons, muscles

Probability	
5	<b>Almost certain</b> – very likely to occur (>95% chance)
4	<b>Probable</b> – more likely than not to occur (75% chance)
3	<b>Possible</b> – has the potential to occur (50% chance)
2	<b>Remote</b> – unlikely to occur (25% chance)
1	<b>Improbable</b> – very unlikely to occur (<5% chance)

$P$  (Probability of injury 1 - 5) x  $S$  (severity of injury 1 - 5) =  $R$  (consequential risk –