

Please note that this risk assessment applies to the activity at the date of writing and under the prevailing weather conditions at this time. Please discuss any possible changes to this assessment with Leeson staff before undertaking this activity.

General Risk Assessment for Leeson House Grounds – see individual risk assessments for more detail		
Risk Assessment Completed By: Michael Gould and Louise Harding		Date of latest update: January 2020 Review Date: January 2021
Ponds	Drowning / immersion	<ul style="list-style-type: none"> Brief pupils to stay outside of fenced of areas. Leeson staff to do regular checks on fencing.
Paths	Trip hazard	<ul style="list-style-type: none"> Inform students and staff to remain on paths and to avoid slippery surfaces, especially edges to paths. Stress importance of not running, especially when wet and/or when wearing Wellington boots Leeson Staff to check paths for trip hazards and surface Leeson Staff to do regular checks for eye level hazards alongside the paths
Games Field	Wet, uneven surface, lack of shelter from sun	<ul style="list-style-type: none"> Check condition of the grounds before activities Be aware of the level of sun exposure during activities and breaks – choose camp site field as a shadier alternative
Woods	Trip hazards, risk to eyes from branches, nettle stings	<ul style="list-style-type: none"> Brief pupils to stay on marked and surfaced (woodchip and tarmac) paths.
Log piles	Fingers, feet trapped, falling off	<ul style="list-style-type: none"> Check separate risk assessment for minibeast hunting under logs Do not allow pupils to climb or jump on the logs as they are not stable
Boundaries	Pupils wandering off	<ul style="list-style-type: none"> Close supervision Brief pupils to recognize and stay within boundaries
Driveway and other points of exit / access	Vehicles	<ul style="list-style-type: none"> Appropriate staff positioning for certain activities Make pupils aware of the risk when working close to the driveway and car park areas. Leeson Staff to ensure suitable signposting / parking attendants etc when large numbers of cars are expected for certain events
Members of the public / public	Members of the public gaining access to the grounds	<ul style="list-style-type: none"> All staff need to be vigilant and check grounds beforehand – especially for night orienteering activity

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footpaths adjacent to Leeson southern and western boundaries		<ul style="list-style-type: none"> • Staff to be positioned appropriately when pupils are working independently in the grounds • Follow separate guidelines for dealing with an intruder
Night activities, night access to classrooms	Trip hazards, fear of dark	<ul style="list-style-type: none"> • Leeson Staff to check operation of external path lighting and timing clocks • Torches made available if required • Check state of grounds in daylight beforehand
Hygiene	Disease from pond water / soil organisms	<ul style="list-style-type: none"> • Pupils to wash hands thoroughly • Staff to check pupils for open cuts beforehand • No sucking thumbs, no fingers touching face etc • Wipe/clean benches if being used for lunch
Long grass/Ticks	Encephalitis and Lyme disease from Tick bites when working in meadow/long grass	<ul style="list-style-type: none"> • Staff ensure that everyone does a thorough check for ticks after going in long grass. • If any ticks are found a proper tick removal tool is to be used (in the first aid kit in the main office). • Teachers inform parents if a tick has bitten a child so parents can monitor the child & take them to a doctor if Lyme disease is suspected. • Brief pupils and staff on procedure for checking for ticks and advise to wear long sleeved trousers and t-shirts • REFER TO SEPARATE GUIDELINES FOR LYMES DISEASE AND ENCEPHALITIS
Emergency	<p>Nearest first aid kit, torch and phone are located in the classrooms</p> <p>Assistance available for the office (internal phone number 221 or 222) or overnight supervisor (233)</p> <p>Emergency Services – Dial 9 first if using Leeson phone then 999 or 112</p>	