

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.

<b>Activity: Map Reading/Orienteering and Compass Activities in Leeson House Grounds</b>	
<b>Risk Assessment Completed By: Michael Gould and Louise Harding</b>	<b>Date: Jan 2020 Review: Jan 2021</b>
<b>See General Risk Assessment – Leeson House Grounds</b>	
<b>Misuse of equipment:</b> Pupils not being briefed on correct use of equipment	<ul style="list-style-type: none"> <li>• Pupils must be briefed to carry compasses correctly without swinging them around.</li> </ul>
<b>Lost Pupils:</b> Inadequate briefing Inadequate staffing and position of staff	<ul style="list-style-type: none"> <li>• A member of staff must remain by the classrooms for the whole activity as a point of reference, for first aid and to reassure pupils.</li> <li>• Good torches must be carried by each group if at night.</li> <li>• Staff to be positioned appropriately when pupils are working independently in the grounds</li> </ul>
<b>Leaving Centre grounds:</b> Inadequate briefing Inadequate staffing and position of staff	<ul style="list-style-type: none"> <li>• A member of staff must remain by the classrooms for the whole activity as a point of reference.</li> <li>• Good torches must be carried by each group if being carried out at night.</li> <li>• Staff must brief pupils to stay within the grounds.</li> <li>• Staff to be positioned appropriately when pupils are working independently in the grounds</li> </ul>
<b>Fear of dark:</b>	<ul style="list-style-type: none"> <li>• A member of staff must remain by the classrooms for the whole activity as a point of reference.</li> <li>• Good torches must be carried by each group</li> </ul>
<b>Damage to grounds:</b> Pupils trampling delicate areas.	<ul style="list-style-type: none"> <li>• Pupils briefed to respect the grounds, stay on paths and to avoid damaging any plants.</li> </ul>
<b>Trip hazard:</b>	<ul style="list-style-type: none"> <li>• Stress importance of not running, especially when wet and/or when wearing Wellington boots</li> <li>• Leeson Staff to check paths for trip hazards and surface</li> <li>• Leeson Staff to do regular checks for eye level hazards alongside the paths</li> <li>• Good torches must be carried by each group for night orienteering.</li> </ul>
<b>Emergency</b>	<p><b>Nearest first aid kit, torch and phone are located in the classrooms</b></p> <p><b>Assistance available for the office (internal phone number 221 or 222) or overnight supervisor (233)</b>  <b>Emergency Services – Dial 9 first if using Leeson phone then 999 or 112</b></p>

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<b>Activity: Model Raft Building in Leeson House Grounds</b>	
<b>Risk Assessment Completed By: Michael Gould</b>	<b>Date: Jan 2018</b> <b>Review: Jan 2019</b>
<b>See General Risk Assessment – Leeson House Grounds</b>	
<b>Cuts, splinters:</b> Poor supervision Sticks which are too big Cuts from scissors while cutting wool/plastic bag	<ul style="list-style-type: none"> <li>• Ensure a stated size of stick has been given</li> <li>• Show how to carry sticks and state how to use them carefully</li> <li>• Demonstrate how to handle and tie a couple of sticks together in a safe way</li> <li>• Demo cutting wool/plastic bag – adult supervision of individuals if required.</li> </ul>
<b>Falling into pond:</b> Poor supervision & excitement	<ul style="list-style-type: none"> <li>• Only LH staff or sch staff leading session to be on the dipping platform</li> <li>• Adults only to use net to retrieve rafts</li> </ul>
<b>Emergency</b>	<b>Nearest first aid kit, torch and phone are located in the classrooms</b>  <b>Assistance available for the office (internal phone number 221 or 222) or overnight supervisor (233)</b> <b>Emergency Services – Dial 9 first if using Leeson phone then 999 or 112</b>