

Leeson House and Dorset Council's Outdoor Education Service uses the National Guidance from OEAP (www.oeapng.info) and the SAGE framework to determine ratios and effective supervision. Ratios and effective supervision must be discussed during the planning stage with reference to the specific location and activity risk assessments.

| Activity: Off Site Map and Compass | | | |
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| Risk Assessment Completed By: Michael Gould and Amelia Gibson | | | Date: January 2024 Review: January 2025 |
| See General Off-Site Risk Assessment and Map Reading On-Site – plus additional points as detailed below | | | |
| 1 | Ground Conditions | The areas used can become very muddy, with areas of very deep mud in some specific places, especially adjacent to the new farm buildings opposite South Barn. | <ul style="list-style-type: none"> Detailed check of conditions beforehand – brief supervisory staff, alter position of supervisory staff if required, change routes if required, check footwear |
| 2 | Communication and effective supervision | Distance makes communication difficult, especially in poor visibility Lack of adult supervision could lead to groups getting lost | <ul style="list-style-type: none"> Use fully charged walkie talkie radios – demonstrate how to use them, have mobile phones and exchange numbers to use as a back up. Ensure staff have system of recording position and progress of all groups of pupils around the routes. If there aren't enough adults to cover check check point and a separate floater, consider having an adult shadow each group instead |
| 3 | Members of the public | Public footpaths in area, pupils remote from direct supervision | <ul style="list-style-type: none"> Ensure you have adequate numbers of staff in appropriate positions, ensure communication systems are working. |
| 4 | Exposure | Area is very exposed to the weather | <ul style="list-style-type: none"> Check clothing, footwear and weather forecast beforehand |
| 5 | Injury | Pupils are remote from immediate first aid | <ul style="list-style-type: none"> Supervisory staff should carry first aid kits |
| 6 | Farm animals | Injury from livestock charging/trampling. | <ul style="list-style-type: none"> LH to recce routes first and check for livestock whenever possible. Avoid fields where cows present or ensure pupils are accompanied by staff. LH to brief groups about suitable behaviour near livestock. |

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| Emergency | See General Off-Site Risk Assessment Emergency Procedures Use communication system to call in pupils and staff Nearest phones and first aid are in the classroom block. | Police/Ambulance/Coastguard – 999 or 112 | Leeson House – 01929 422126 |