

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: Pond Study in Leeson House Grounds	
Risk Assessment Completed By: Michael Gould, Matt Smith & Amelia Gibson	Date: January 2024 Review: January 2025
See General Risk Assessment – Leeson House Grounds	
Injury from net handles	<ul style="list-style-type: none"> • Ensure there is correct staff ratio. • Have the nets ready by the pond for young students. • Explain hazards of waving handles around.
Falling into pond and getting wet/cold/dirty	<ul style="list-style-type: none"> • Ensure there is correct staff ratio. • No pupils to enter the pond area without a member of staff • Max 5 students per platform at any time. • Check the platforms beforehand. – can be slippery. • Ensure that leaves and grass cuttings are swept off the platforms regularly. • Explain that the water is 1m deep and no-one must enter the pond and explain that no-one may access the pond except from the dipping platforms. • Wash hands properly afterwards
Drowning	<ul style="list-style-type: none"> • Ensure there is correct staff ratio. • No pupils to enter the pond area without a member of staff • Explain that the water is 1m deep and no-one must enter the pond and explain that no-one may access the pond except from the dipping platforms.
Health risks of water and disease (Weils disease)	<ul style="list-style-type: none"> • Staff to brief pupils to check for open cuts and if required to cover with plasters / gloves • Pupils instructed to keep hands away from mouth/face. • All pupils to wash hands thoroughly after activity. • No eating/drinking during activity.
Emergency	<p>Leeson House staff to carry First Aid kit during activity. Further 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) Emergency Services – Dial 9 first if using Leeson phone then 999 or 112</p>

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Activity: Bird Watching at Leeson House	
Risk Assessment Completed By: Michael Gould, Matt Smith & Amelia Gibson	Date: January 2023 Review: January 2024
See General Risk Assessment – Leeson House Grounds	
Injury from Bird Hide Windows – windows hitting heads, hands, trapping fingers	<ul style="list-style-type: none"> • Staff to open / close all windows and to ensure that windows are secured
Nut Allergies	<ul style="list-style-type: none"> • No peanuts to be used while schools are in residence
Binocular straps- risk of strangling	<ul style="list-style-type: none"> • Brief pupils to carry and use binoculars carefully
Crowding	<ul style="list-style-type: none"> • Ensure an appropriate number of pupils are using the hide at any given time and that there is always a member of staff supervising in the bird hide.
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) Emergency Services – Dial 9 first if using Leeson phone then 999 or 112</p>