

Leeson House and Dorset Council's Outdoor Education Service uses the National Guidance from OEAP ([www.oeapng.info](http://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: Swanage Town Studies and Main beach plus beach north of main beach towards Ballard Down cliffs

Risk Assessment Completed By: Michael Gould and Matt Smith

Date: January 2024

Review: January 2025

### See General Off-Site Risk Assessment

1	Remote locations	Illness / accident in a remote location	<ul style="list-style-type: none"> <li>Leader must be familiar with nature of the area under the prevailing conditions and choose working areas and activities appropriate to the conditions and group</li> <li>See SAGE guidance and 'Environment and Staffing'</li> </ul>
2	Weather / Exposure	Sun burn/stroke/hyperthermia Wet/cold/hypothermia	<ul style="list-style-type: none"> <li>Ensure the group is adequately equipped and that a weather forecast is obtained.</li> <li>Brief pupils beforehand regarding appropriate clothing and / or sun protection</li> <li>Remind students to drink plenty of water. Consider carrying extra water if the conditions dictate.</li> <li>Carry group shelter / emergency bag / sun cream / spare waterproofs and layers as appropriate</li> <li>Be prepared to change plans if area chosen is overly exposed to the wind / weather.</li> </ul>
3	Slips, trips and falls	Inadequate clothing and footwear for conditions	<ul style="list-style-type: none"> <li>Brief pupils to take care descending paths especially where loose gravel and stones are present</li> <li>Make sure that students are wearing footwear appropriate for location and conditions, e.g., not sliders or sandals/flip flops.</li> </ul>
4	Traffic in car parks and on roads. Road crossings.	Traffic in car park areas and on roads	<ul style="list-style-type: none"> <li>Brief group members about the traffic in car parks and on roads</li> <li>Brief group on how to cross roads appropriately.</li> </ul>
5	Members of general public / Abduction / Getting lost	The locations can be busy, and it may be difficult to keep close watch on a group of students. Being polite and courteous if interacting with members of the public.	<ul style="list-style-type: none"> <li>Brief pupils to remain in groups at all times, ensure each group has mobile phone.</li> <li>Groups to be given a Leeson House phone number in case of emergency and / or a school staff contact number.</li> <li>Give clear instructions as to meeting points and times. Make sure that groups know where the emergency meeting point is.</li> <li>Remind groups to be polite and courteous at all times in the locations, especially important if groups are doing questionnaires or surveys.</li> <li>Leeson House staff to have had training on de-escalation.</li> </ul>
6	Sea, risk of drowning, submersion and hypothermia	Fieldwork takes place near to or next to the sea.	<ul style="list-style-type: none"> <li>Brief all group members to stay at safe distance from the sea <b>AT ALL TIMES.</b></li> <li>Carry throwlines(s) and be practiced in how to use them</li> <li>Watch the waves for at least 5 minutes before starting work on the beach to ascertain a safe distance to work on the beach</li> </ul>

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			<ul style="list-style-type: none"> <li>Brief all group members to stay at safe distance from the sea AT ALL TIMES when working at the study locations</li> </ul>
7	<b>Groynes and rip rap / Sea walls</b>	Drops can be large off the timber groynes and sea wall	<ul style="list-style-type: none"> <li>Brief pupils beforehand NOT to climb on the groynes or rip rap</li> <li>Brief groups about staying away from the edge of the sea wall</li> </ul>
8	<b>Equipment</b>	Ranging poles / tapes	<ul style="list-style-type: none"> <li>Brief pupils to carry and use equipment safely</li> </ul>
9	<b>Beaches</b>	Glass / other sharp objects / rubbish from sea / dog mess / possible Man o'War jellyfish (siphonophore)	<ul style="list-style-type: none"> <li>Brief pupils to take care and be aware of beach surface</li> <li>Do not pick up any rubbish from the beach</li> </ul>
10	<b>Cliff edges / bases</b>	Cliff edges with long drop, loose rock in cliffs.	<ul style="list-style-type: none"> <li>Brief all group members to be aware of cliff edges and to keep away from tops and bases of cliffs.</li> <li>Leader must be in front at all times and all other adult helpers must remain vigilant AT ALL TIMES</li> </ul>
11	<b>Waves / Tides</b>	Rising tide and large waves can block access to the beach near Sheps Hollow (North of the sea wall). The area of beach North of groyne 18 can be cut off at high tide or large swells. Currently (Jan 24) no access to the beach at Sheps Hollow, stairs awaiting repair.	<ul style="list-style-type: none"> <li>Check tide tables and plan accordingly, visit the beach, esp north of Sheps hollow, on a falling tide whenever possible</li> <li>During NEA data collection, student visiting sites North of the Pine's Hotel (or Sheps hollow when stairs are repaired) <b>must</b> be supervised by a Tutor who will assess the wave/tidal conditions prior to entering the area.</li> <li>No students to visit North of Groyne 18 if tides are unsuitable.</li> </ul>
<b>Emergency</b>		<b>Good mobile phone reception in the area.</b> <b>Emergency meeting point is at Banjo Jetty on the seafront.</b> <b>Emergency Services – 999 or 112                      Leeson House – 01929 422126</b>	