

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: Swanage Flood Alleviation Scheme Study | | |
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| Risk Assessment Completed By: Michael Gould and Matt Smith | | Date: January 2024 Review: January 2024 |
| 1 | Remote locations | Illness / accident in a remote location <ul style="list-style-type: none"> 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 See SAGE guidance and 'Environment and Staffing' |
| 2 | Weather / Exposure | Sun burn/stroke/hyperthermia Wet/cold/hypothermia <ul style="list-style-type: none"> Ensure the group is adequately equipped and that a weather forecast is obtained. Brief pupils beforehand regarding appropriate clothing and / or sun protection Remind students to drink plenty of water. Consider carrying extra water if the conditions dictate. Carry group shelter / emergency bag / sun cream / spare waterproofs and layers as appropriate Be prepared to change plans if area chosen is overly exposed to the wind / weather. |
| 3 | Slips, trips and falls | Inadequate clothing and footwear for conditions <ul style="list-style-type: none"> Brief pupils to take care descending paths especially where loose gravel and stones are present Make sure that students are wearing footwear appropriate for location and conditions, e.g., not sliders or sandals/flip flops. |
| 4 | Traffic in car parks and on roads. Road crossings. | Traffic in car park areas and on roads <ul style="list-style-type: none"> Brief group members about the traffic in car parks and on roads Brief group on how to cross roads appropriately. |
| 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"> Brief pupils to remain in groups at all times, ensure each group has mobile phone. Groups to be given a Leeson House phone number in case of emergency and / or a school staff contact number. Give clear instructions as to meeting points and times. Make sure that groups know where the emergency meeting point is. Remind groups to be polite and courteous at all times in the locations, especially important if groups are doing questionnaires or surveys. Leeson House staff to have had training on de-escalation. |
| 6 | River banks | The river banks are undercut in some places at all sites <ul style="list-style-type: none"> Check the banks immediately on arrival and mark our safe areas for pupils to work using a throwline Show groups the safest places to get in and out of the river |
| 7 | River bed at all sites | Sharp stones – flints and possible rubbish <ul style="list-style-type: none"> All pupils working in the river MUST have some form of footwear on. |
| 8 | Water / currents etc, | Deeper channels in places <ul style="list-style-type: none"> It is important that all staff leading work at these sites are familiar with them and know the characteristics of the river fully. LH staff to carry a throwline |

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| | | | <ul style="list-style-type: none"> Show groups where the deep areas of the river are and warn them not to enter them. Use markers, such as rucksacks, to showcase this. |
| 9 | Disease | Lymes Disease, Weils Disease and encephalitis Dirty water on hands whilst eating | <ul style="list-style-type: none"> 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 Carry anti-bacterial hand gel and use after each site Encourage groups to thoroughly wash their hands before eating food Encourage groups to seek medical attention if symptoms arrive after the fieldtrip has taken place. |
| 10 | Engineering works | Slippery metal gratings, steps, walls, railings | <ul style="list-style-type: none"> Staff to brief pupils to take extra care when working on or near the flood control engineering works Pupils to wear appropriate footwear |
| 11 | Sea, risk of drowning, submersion and hypothermia | Fieldwork takes place near to or next to the sea. | <ul style="list-style-type: none"> Brief all group members to stay at safe distance from the sea AT ALL TIMES. Tides – check tides are suitable Carry throwlines(s) and be practiced in how to use them Watch the waves for at least 5 minutes before starting work on the beach to ascertain a safe distance to work on the beach Brief all group members to stay at safe distance from the sea AT ALL TIMES when working at the study locations |
| 12 | Beaches | Glass / other sharp objects / rubbish from sea / dog mess / possible Man o'War jellyfish (siphonophore) | <ul style="list-style-type: none"> Brief pupils to take care and be aware of beach surface Do not pick up any rubbish from the beach |
| Emergency | | <p>Swanage Police Station number is 01929 422004. Lost Children Point next to the Tourist Information Centre - open in summer only. Doctors surgery is next to the railway station. Good mobile reception in all locations.</p> <p>Police/Ambulance/Coastguard – 999 or 112 Leeson House – 01929 422126</p> | |