

The activity is: **Year 1 visit to Bekonscot Model Village, Beaconsfield, Buckinghamshire**

The risk assessment should be shared with *all adults* assisting on the trip.

<b>Hazard Consider:</b>	<b>Likely effect of hazard</b>	<b>Risk level (low, medium, high)</b>	<b>Safety measure</b>	<b>Resulting risk level</b>
Danger from passing traffic on main road as pupils board coach	Risk of injury	Medium	Children instructed as to how to leave school grounds. Pupils to remain in their groups, paired up and escorted onto coach with supervisory adult.	Low
Pupils requiring toilet or nauseousness.	Pupil requiring the toilet and being ill.	Low	Pupils instructed to use the facilities before boarding coach. All those who suffer from travel sickness to sit at the front of the coach. Comfort package to be taken and to be used as required.	Low
Accident on board the coach	Risk of injury	Low	Pupils to be instructed to use the seat belts provided and all adult supervisors to check they are correctly fastened. All pupils to remain seated whilst on board coach unless instructed to move by an adult. No child to sit in middle of back seat or by emergency exits. Adults to be seated at various positions throughout the coach.	Low
Danger from passing traffic on main road as pupils disembark coach	Risk of injury	Medium	Coach will drop off in a safe location either so the pavement is on the side of the door or in the car park in the parking bays. Pupils to stand in pairs, in their groups with an adult, away from the edge of the road and the general public on the footpath or close to the parked coach.	Low
Danger from traffic whilst crossing the road	Risk of injury	Medium	Pupils (in pairs) to be escorted to the road crossing by their group adult. Pupils instructed to wait away from the edge of the road as adults check the road is safe to cross. Pupils to cross the road in 'wave' style crossing. Pupils to practise prior to visit.	Low

Members of the public	Interfering	Medium	Pupils to be informed that this is a public attraction. Pupils to be reminded that they are polite to the public, however, they must not wander off with anyone. Pupils to stay with their partner and group leader. If they get lost, they are to inform a member of staff or find the information desk near the entrance. Pupils are to inform an adult if they are aware that someone is missing.	Low
Members of the public	Pupils requiring the toilet	Medium	Children to be offered toilet facilities during the day. The attraction layout is a one way system and toilets are not easily accessible. Doors to be manned by adults. Visit toilets in groups. All children to wash hands. The toilets are to be left in a respectable condition. The boys' toilets have only one entrance/exit. The girls' toilets have two and an adult needs to be placed at each entrance. There is a large disabled toilet with facilities if required. Spare clothing to be included in the comfort package.	Low
Deep water	Soaked to the skin/Drowning	Medium	There are areas of the exhibition which feature pools of water. Children are not to climb the barriers which enclose areas of water. Pupils are to take care when looking at boats/fish and to be reminded not to lean too far over. Water buoys are located near areas of water and are to be used if necessary. School staff and attraction staff to be informed immediately of any incident. First aid to be administered immediately.	Low
Miniature train lines	Skin burn/Electrocution	Medium	Pupils are to remain behind the barriers and not reach out and touch the train tracks. Children are to be reminded not to lean over too far. School staff and attraction staff to be informed immediately of any incident. First aid to be administered immediately.	Low

Play area	Risk of injury	Medium	Pupils are to be reminded how to play safely on the playground equipment. The floor surface is rubberised. All children to be monitored at all times. If required, first aid to be administered immediately.	Low
Members of the public	Interfering	Medium	Whilst eating lunch, pupils reminded that the eating area is a public place. Pupils to keep with group leader and their partner. Adults to monitor their group at all times.	Low
Wooden benches and fences	Splinters	Low	Pupils to be encouraged not to drag hands across wooded areas to limit the risk of splinters. If necessary, first aid to be administered to make affected area more comfortable.	Low
Wasps and Bees	Stings	Low	All rubbish is to be placed in the bins. Spillages to be cleaned up quickly. Sticky hands and faces to be cleaned. School staff to be informed immediately of a sting and first aid applied accordingly and child closely monitored.	Low
Weather conditions	Uncomfortable	Low	Pupils are to wear school uniform and additional clothing appropriate to the weather. The attraction is open to the elements. There are open and under cover areas to have lunch depending on the weather. Pupils to have sun lotion applied, if necessary before the school day.	Low

Staff to carry mobile phones in order to contact school in an emergency or to warn of any traffic delay.