



<b>Location:</b>	
<b>Topic:</b>	School visits / Educational activities on RSPB reserve sites Locations for "schools on reserves" : <a href="http://www.rspb.org.uk/kids-and-schools/kids-at-school/schools-visits-to-reserves/">http://www.rspb.org.uk/kids-and-schools/kids-at-school/schools-visits-to-reserves/</a>
<b>Training requirements:</b>	
<b>Other pre-requisites:</b>	First Aid is provided by the visiting school who must have a trained First Aider present
<b>PPE:</b>	
<b>Completed by:</b>	<b>Date:</b>
<b>Lead Manager reviewer:</b>	

Hazards	Controls	Relevant?	Justification/comments
Pond	Children to spread out along the dipping platform/pond edge to avoid overcrowding		
	Where working in groups/pairs, only one person should be at the platform/pond edge at a time		
	A rescue pole or short rope is available at the dipping area		
	Pond dipping area checked prior to school visit for loose edging, steep gradients, or extreme deep water before dipping. Make any necessary adjustments to work practices to avoid falls into the pond		
Knocking others over when using pond nets	Nets are carried vertically and not dragging along the ground.		
Contact with blue green algae	Pond checked for algae prior to the school visit and pond not used if blue green algae is present.		
Contact with contaminated water (e.g. rats urine)	All participants are instructed not to put hands in or near mouth during activity.		
	All participants are asked about open wounds or sores and issued with rubber gloves where needed.		
	Sanitising hand gels are available for immediate use.		
	Hands are washed immediately after the activity and before eating or drinking.		

Everything in shaded cells is required information and must not be edited. If any generic controls are not locally relevant, justify this in the column provided



Highly Pathogenic Avian Influenza (HPAI)	Pond dipping and other water-based activity ceased where HPAI outbreak in same hydrological unit		
Heavy objects and falling debris while investigating mini beasts	Children instructed to roll heavy stones or logs carefully or with help from an adult.		
	When tree-shaking, children instructed to look downwards to avoid items getting into eyes.		
Stinging and poisonous plants	Children are advised about, and shown, nettles.		
	All children shown how to identify ragwort and instructed not to touch or pick it.		
	Staff to check routes/study-areas beforehand and take appropriate action if poisonous plants appear.		
Tick bites	Walking in bracken, heath or tall grasses is avoided and activities are kept to pre-cleared paths.		
	Teachers are advised how to identify ticks and the action to take to remove them.		
Bird hides and binoculars	Older children shown how to open and secure hide flaps.		
	For younger children, RSPB staff and teachers check flaps are secure before and during activity.		
	Children to be shown how to adjust binoculars to suit their eyes and instructed to stand still while using them and not point them at sun/bright lights.		
Extreme weather, e.g., high winds, torrential rain or extreme heat	Staff to send standard pre-visit guidance to teachers advising on sun-protection, the importance of hydration and suitable clothing/footwear.		
	In consultation with teachers, staff consider if session should go ahead if extreme weather is forecast.		
Exposure to dog and other animal faeces	All made aware if faeces located		
	In cases of contamination by faeces; hands to be wiped with antibacterial wipes whilst on activity and washed on return to centre On footwear - footwear to be washed		

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Crossing Car Park	On arrival coach should park in designated area following staff instruction.		
	Visiting Group should be escorted through the car park to and from education facilities.		
<b>Site specific controls. This may include further controls relating to the hazards above or from other hazards such as those listed below:</b> Members of the public			

Any further action required before commencing this activity?		Completed?
<b>How will the controls within this document be communicated?</b>	Shared with all learning staff and volunteers involved in SoR visits. Sent to teachers prior to school visit.	
<b>Notes</b>		

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