



Wild Trout Trust Risk Assessment Checklist for Schools and other organisations 2014/2015

Hazard or Activity	Associated Risks	Potential to cause harm	Controls in place and actions required by schools / organisations	Residue Risk
Travel to the river / stream	<p>If this requires a walk, the walk must be safely monitored by roads and crossings.</p> <p>If a vehicle journey required, this must be by an approved company / driver</p>	<p>High</p> <p>High</p>	<p>Ensure high vis waistcoats worn if appropriate. Ensure the staff / child ratio is as deemed safe by school / organisation RA. Make sure proper footpaths and crossing places are accessed.</p> <p>Ensure safe transport is provided with seat belts. Ensure correct staff / child ratio whilst on transport. Locate a safe parking place.</p>	<p>Low</p> <p>Low</p>
Invertebrate sampling session at the river / stream	<p>Trips, slips and falls.</p> <p>Worst case drowning</p>	High	<p>Ensure a safe area is used for the sampling and a pre visit check has taken place. The water level must not go over the children’s wellington boots. On the day a separate risk assessment to be carried out and if the depth or flow is too strong – ONLY WTT staff / volunteer to enter the water.</p> <p>Ensure all invertebrate identification takes place on the bankside, safely away from the water and in small groups with a school staff member / school volunteer with each group.</p>	Low
Zoonosis: such as Weils Disease	<p>Microbacteria infection from contact with animals or their faeces / urine.</p> <p>Some infections cause serious illness and in worst case death.</p>	High	<p>Ensure the children are aware of the importance of hand washing, using gel or wipes.</p> <p>Ensure access to hand washing is available or gel and wipes are available.</p> <p>No eating until hand cleaning has taken place.</p> <p>No drinking water from river / stream.</p> <p>Any cuts or grazes treated and covered immediately.</p>	Low
Running, banksides, wet grass, mud	Slips, trips and fall injuries	Med	<p>Ensure all children are aware not to run – and why. Ensure all children are wearing appropriate outdoor clothing. Make sure some spare clothing is available. Carry a First Aid kit and ensure an allocated member of staff is FA trained. (This is a school</p>	Low



			requirement). Ensure any children with known support needs fully supported.	
MiC kit assembly	Cuts and scratches from assembling kit which involves cutting 2L plastic bottles and airline tubing	Med	Holes in bottle lids are drilled by WTT person only. In class, care should be taken to handle scissors and other cutting equipment properly (e.g. facing away during operation) and taking care with any sharp edges produced. Proper instruction should be given to children / staff / volunteers.	Low

Visiting a river / stream can be hazardous but with careful planning, it should be a fun and enjoyable experience. The WTT staff member or volunteer working with your group will aim to ensure reminders of the safety points raised above, however all children and staff / volunteers must appreciate the importance of listening carefully to all the instructions given. Outside of the classroom and particularly around water it is important to read all safety signs and notices.

Teachers / Schools / Organisation leaders are responsible at all times for the supervision and conduct of their charges. Their own risk assessments for the day must be in place. The WTT person is a guide for the activity and must not be left in charge of a group or responsible on their own at any time.

Prior to the trip, parental / guardian consent must be sought and any medical / health issues safely managed. Any special considerations for mobility or health issues must be discussed in advance of the visit day.

Signature of Leader / Teacher: _____

Date: _____

Name of WTT person and signature: _____

Name of Leader / Teacher:	Organisation / School:	Address and contact details:

