

## Risk Assessment Guidance

These guidelines will help you prepare for your visit to Chatsworth and to ensure that you and your group have a safe and enjoyable learning experience when you are here.

It is your responsibility to carry out a site-specific risk assessment in advance of your visit. Please contact the Bookings team to arrange a free pre-visit to prepare your risk assessment [visit@chatsworth.org](mailto:visit@chatsworth.org)

### **It is advisable to take the following into account when preparing your risk assessment:**

- Education Authority guidelines concerning the correct pupil/staff supervision ratio must be adhered to.
- Group leaders take full responsibility for the conduct of the group and for supervising those in their care.
- In the unlikely event that the behaviour of the group is considered to present a risk to the group or to any other visitor/s, Chatsworth staff will discreetly intervene.

### **Information in the table below can be referred to in preparation for your visit.**

<b>Hazard</b>	<b>Person at risk</b>	<b>Control Measure: Group Leader</b>
Weather	Pupils/Staff/Accompanying adults	Check weather and road conditions before travelling  Ensure appropriate clothing is available - waterproofs, warm clothing, welly boots, sun hats, sun cream
Uneven Surfaces	Pupils/Staff/Accompanying adults	Ensure group are aware of uneven surfaces and adhere to any warning signs/barriers that are in place on site.  Advise parents/ participants to wear appropriate footwear for the visit.
Fire	Pupils/Staff/Accompanying adults	Supervision of group and cooperation with Chatsworth Fire Marshals in the event of evacuation
Steps/Staircase	Pupils/Staff/Accompanying adults	Ensure group use of hand rails where provided and that care is taken on uneven steps
Vehicles in Farmyard	Pupils/Staff/Accompanying adults	Group leader to be aware of slow moving vehicles on site.
Number of children in group	Pupils	Compliance with LA recommended staff/child ratios for day visits
First Aid	Pupils/Staff/Accompanying adults	Group must be accompanied by a first-aider, a first aid kit and any appropriate medication required for the needs of the group.
Water including stream in playground	Pupils/Staff/Accompanying adults	Ensure close supervision of group when near water or the water features on the site.
Zoonotic disease transfer	Pupils/Staff/Accompanying adults	Ensure washing of hands at regular intervals, before eating and drinking and after animal contact. See guidance below; Advice for Teachers and others that organise visits. <a href="https://www.farmattractions.net/wp-content/uploads/2021/05/Industry-Code-of-Practice_Teachers.pdf">https://www.farmattractions.net/wp-content/uploads/2021/05/Industry-Code-of-Practice_Teachers.pdf</a>

Animal Movements	Pupils/Staff/Accompanying adults	Group leader to be aware that animal movements may need to take place.
Animal Feeding	Pupils/Staff/Accompanying adults	Group leaders to advise on stop and go feeding system, and ensure supervision whilst feeding.
Access Trailer	Pupils/Staff/Accompanying adults	Group leader to ensure use of seat belts whilst travelling on the access trailer and insure safety guidelines are followed as advised by the driver.

For further information, please contact the Education team on [education@chatsworth.org](mailto:education@chatsworth.org)

To help ensure the health and wellbeing of our visitors and colleagues, all visitors must adhere to [current government guidelines relating to Covid-19](#), and follow any other guidance provided at Chatsworth.