


Department: <u>FRASERBURGH SOUTH PARK SCHOOL NURSERY</u>				RISK ASSESSMENT					
Process/Activity: Nursery trip to Fedderate Fairy woods				Location: Fedderate Fairy Woods			Date: December 2023		
Describe activity: Bus to Fedderate, split into 3 groups upon arrival, visit event, lunch, bus home.				Assessor Name: V. Stephen, L. Cameron, M. Stephen, J. Whyte, M. Stephen, N. Wallace, K. Chicken			?? staff from nursery and ?? staff from Fedderate ?? children		
Hazard	Person/s Affected	Risk	Risk level before controls are in place			Control Measures	Risk level after controls are in place		
Travelling on the bus	Staff Children	Roads Road traffic accident Bus Step	Low	Med	High	<ul style="list-style-type: none"> • Reputable bus company used by school and nursery previously. • Road safety talk prior to leaving nursery • Children in pairs • Adult ratio accurate (increased) • Mobile phone • Competent staff • Seat belts fastened (adult allocation to ensure) • Rules shared and safety on the bus discussed prior • Adults equally spread throughout group 	Low	Med	High

						<ul style="list-style-type: none"> • Route planned prior to event. • Frequent headcount – before, on bus and after bus journey. 			
Firepit	Children Staff	Burns Tripping near hot equipment Smoke inhalation	Low	Med	High	<ul style="list-style-type: none"> • Federate have own risk assessment – see below • South Park have risk assessment – children are exposed to firepits regularly. • Children must not go near fire pit without adult support – no more than one at fire bowl as per Federate and South Park Risk Assessments • First aid kit to hand • Children well back from bowl – using seated area provided • Fire in open ventilated area 	Low	Med	High
Fairy woods	Children Staff	Lost child Injury Tiredness Toileting	Low	Med	High	<ul style="list-style-type: none"> • All adults have register with children split into 3 groups. • Groups of 12 children with ratio of at least 3 adults per group (in-line with 1-8 ratio, dependent on needs) • Staff to accompany any/all children to toilet and ensure colleagues are aware they 	Low	Med	High

						<p>leave.</p> <ul style="list-style-type: none"> All groups to carry a mobile telephone, emergency contacts and have school number to hand 			
Lunch	Children Staff	Allergies Time Space	Low	Med	High	<ul style="list-style-type: none"> Provided with a warm caravan to have lunch for 12 Group must be split in 2 Adults notified of any allergies and ensure pack lunch does not contain allergens Children's pack lunch being provided by parents Hand sanitiser used before and after eating - handwash facilities are available. 	Low	Med	High
Toileting// nappy changing	Children Staff	Hygiene – infection control Lost children	Low	Med	High	<ul style="list-style-type: none"> Only nursery staff to take children. Correct PPE to be worn and disposal off Hand gel/handwashing facilities available Assess for needs – take mat onto the floor if unsuitable height. 	Low	Med	High
Medication	Children Staff/adults	Not safely stored Not accessible when required	Low	Med	High	<ul style="list-style-type: none"> A first aid lockbox carrying all medication will be taken by EYLP All staff are aware of lockbox code and will be aware of position of box. 	Low	Med	High

						<ul style="list-style-type: none"> • Administration of medication will be in a calm environment where needs and wishes are respected. • Appropriate paperwork will be completed. • Team/Group leaders will carry medication for children who need it on a when required basis or emergency medication. • All staff are aware of medication requirements and dietary requirements. 			
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Benefits

Children will experience a bus run and exciting yet valuable outdoor trip with many experiences and activities.

Children will be encouraged to interact with all children from the nursery regardless of session which will open social and emotional opportunities.

Interactions and experiences will be encouraged. Children will have the opportunity to try new things in new surroundings or revisit surroundings they have previously been.

This trip provides opportunities for expressing and developing, whilst promoting experiences rich in literacy, numeracy and health and wellbeing.

Staff and children have the opportunity to bond together through a shared fun experience.

Staff have opportunities for leadership roles within their group

EYSP/Manager Responsible for group	Vanessa Stephen	
Responsibility of group TBC	Allocated group leader/support (TBC)	Name of Children in group TBC
EYLP	Mairiann Stephen	
EYLP	Lisa Cameron	
EYP	Mia Stephen	
EYP	Kelly Chicken	
EYP	Nicole Wallace	
EYP	Kelly Barclay	
EYP	Susie Crane	
EYP	Jolene Whyte	
EYSW supporting group	Leann Parker	

Fedderate Woods Risk Assessment

Fedderate risk assessment.

All children must stay with an adult throughout their visit.

- A safe path has been cut through the forest but visitors must be aware when leaving the path as branches may cause scratches etc
- There are bird feeders containing nuts at the entrance of the woods.
- There is a small burn that the children cross with a bridge, care must be taken.
- There are a few varieties of mushrooms that grow wild on the forest floor, none pose a huge health risk but some may cause a slight stomach upset. No children are to touch any mushrooms/toadstools.
- The forest play area has a clear boundary. When playing at the park the children must stay within the boundary and must be supervised by an adult at all times. An element of age appropriate risk has been factored into the play area. A daily risk assessment is carried out prior to any visitors. Care must be taken.
- Care must be taken around the fire pit. Children are to remain seated when requested.
- Kelly Kettles get very hot. An adult will supervise the use of the Kelly Kettles and no children are permitted to touch them when hot. Water, fire blankets and extinguishers are provided.
- Children are permitted to toast marshmallows with adult supervision. Each group must risk assess their children and decide if this activity is appropriate for the individuals involved.
- All children must be accompanied to the toilet.
- There is a pond next to the car park. Children must be supervised at all times.

A first aid kit and first aider are on site.

Group:

Signed:

Date:

Please note that if any child is unable to adhere to fire safety instructions, a member of school staff will be asked to remove the child from around the fire area.

- Children will wash hands or gel sanitise on arrival.
- Children will wash hands or gel sanitise prior to eating snack and lunch.
- Our toilet facilities will be regularly cleaned and wiped down.
- Our staff will take a hands-off approach and will work with school staff to ensure the safety of the children.
- Our staff will wear gloves when serving hot drinks and snacks.
- Hot drinks for the children will be served in washable plastic cups with a handle, hot drinks for adults will be served in disposable paper cups. If you prefer paper cups for the children please let us know (no handles).
- Our staff will not enter the bus, teaching staff are responsible for final head count when departing.