



## Risk Assessment & Control Form

<b>Contract Name / Address:</b>															
<b>Rev:</b>	1	<b>Activity:</b>	Education sessions taking place in the Outdoor Woodland Classroom (for schools to use in conjunction with their own risk assessments)				<b>Date of Risk Assessment:</b>			19/05/25					
This risk assessment will be reviewed as a minimum at 12 monthly intervals							<b>Key:</b>	<b>YWP</b>	YWP	<b>L</b>	Likelihood	<b>Risk Rating</b>	16 - 25	HIGH	
								<b>SC</b>	Other contractors	<b>C</b>	Consequence		8- 15	MEDIUM	
								<b>P/V</b>	Public/Visitors	<b>R</b>	Rating		0 – 7	LOW	
<b>Date of next review:</b>			19/05/26												
<b>Hazard &amp; Hazardous Event</b>		<b>Persons at Risk</b>			<b>Pre-control Rating</b>			<b>Controls</b>			<b>Post Control Rating</b>			<b>Further action required</b>	
		YWP	SC	P/V	L	C	R	Risk Control Measures			L	C	R	Remarks	

Storage - Slips / trips / falls	✓		✓	4	4	16	<ul style="list-style-type: none"> <li>Students instructed on entering the classroom to put belongings underneath benches out of the way to ensure no obstacles.</li> <li>No food or drink to be consumed in the classroom due to risk of spillages and slips. All instructed on entering classroom.</li> <li>Advised to wear suitable footwear.</li> </ul>	1	4	4	The substrate in the outdoor woodland classroom is bark chippings.
Moving bio-facts around in sessions- trip / fall	✓		✓	4	4	16	<ul style="list-style-type: none"> <li>Students instructed to stay seated on the benches and not move around classroom, unless instructed to do so.</li> <li>Maximum numbers of 32 students in classroom, teacher advised on booking.</li> <li>Adults to assist in moving bio-facts around so students can remain seated.</li> <li>Bio-facts to be passed along the rows of benches.</li> <li>Visitors' belongings stored underneath benches, so they are not obstacles.</li> </ul>	1	4	4	



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<b>Session taking place in tented area-</b>  <b>high volume of visitors in classroom at one time</b>  <b>trip / fall</b>  <b>visitors becoming too warm</b>  <b>overcrowding</b>	✓		✓						<ul style="list-style-type: none"> <li>Only one session takes place in the outdoor classroom at a time.</li> <li>Groups are to wait outside the classroom until invited inside.</li> <li>Maximum number of 32 children per session and school staff to attend sessions. Additional adult helpers may be asked to wait outside if excessive numbers are brought along on the day.</li> <li>Other classroom doors can be opened, and panels removed if it is too hot inside the tent.</li> <li>Main front doors to the classroom open outwards to avoid any crushing in an emergency evacuation situation.</li> <li>Clear pathways are in place.</li> <li>Staff monitor and address any overcrowding where required.</li> </ul>	1	4	4	
<b>Minibeast hunt (Woodland Wonders session)</b>	✓		✓		2	1	2		<ul style="list-style-type: none"> <li>Activity will take place in an area that will be checked before the activity begins.</li> <li>Area will be restricted &amp; cordoned off.</li> <li>YWP staff to be present at all times.</li> </ul>	1	1	1	



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								<ul style="list-style-type: none"> <li>Clear instructions to be given to visiting school staff.</li> <li>No minibeasts are to be collected, students will just be viewing what they find.</li> </ul>								
<b>Name:</b>	Jade Bancroft			<b>Signature</b>						<b>Position:</b>	Education Manager			<b>Date:</b>	19/05/25	



