

Risk Assessment

The Risk Assessment process must be seen as 'on-going' and 'dynamic', it is a risk benefit analysis. Professional judgments and decisions regarding safety will need to be made during the activity. A Risk Assessment must be submitted with all Type A and Type B visit applications. It should include an alternative activity (Plan B), prepared and risk assessed.

There are 6 key areas to be considered with control measures identified and recorded.

People

1. Type of Group
2. Staffing

Context

3. Equipment
4. Venue/Environment

Organisation

5. Travel
6. Emergency Procedures

Visit To:	Strawberry Fields Swimming Baths	Dates:	Sept 2023 – Jul 2024
School/Service:	Primrose Hill Primary, Euxton	District / School No:	09045
Activities:	Swimming		
Name of Visit Leader:	Amie Dobbs/Cat Walsh – Y3 Cheryl Pearson/Louise Smelt – Y2	Date of Assessment:	27/09/23
The Risk Assessment should be known and understood by all involved, including the children/young people			

Risk Assessment for Educational / Off Site Visits		
Key areas to consider Bullet points below are a guide.	Who Is Affected?	Control Measures / Management Plan Recorded evidence of the six key areas to be considered
	Pupils (P) Staff (S) Visitors (V)	
People 1 Type of Group: <ul style="list-style-type: none"> • Ratios • Special Needs / Medical Considerations • Behaviour • Smoking • Alcohol • Mobile Phones 2 Staffing: <ul style="list-style-type: none"> • Confidence and Expertise Qualifications • Seniority • Medical • Known to the group • Staff / Student Ratio 	P – 10 S -2	Year 2 pupils and Year 3 pupils Lead adult/Teacher Y2 - Miss Pearson or Mrs Smelt plus two additional adults and Y3 – Miss Dobbs or Mrs Walsh plus two additional adults Ratio – 1:6 All necessary preparations have been put in place to ensure we are prepared for the visit. All staff will carry mobile phones Adult to carry inhalers and a first aid kit All adults know the children. Lead adult is an experienced adult and first aid trained. There will be other first aiders in attendance as Swimming Instructor. Ratio – 1:6

<p>Context</p> <p>Activity:</p> <ul style="list-style-type: none"> • Safety Management • Supervision • Role allocation <p>3 Equipment:</p> <ul style="list-style-type: none"> • Spare / Emergency • Procedures for Use <p>4 Venue/Environment:</p> <ul style="list-style-type: none"> • Accommodation arrangements • Security • General group supervision • Accompanying staff responsibilities for group when not on formal activities and overnight. • Fire Procedures • Seasonal Considerations • Weather Forecast 		<p>The activity is run by staff at Strawberry Fields Swimming Baths. Children will be supervised by the teacher or a teaching assistant at all times.</p> <p>If a child needs the toilet they must be accompanied by an adult.</p> <p>All equipment will be provided by the venue/ or school. Children will be briefed on how to handle and use the equipment. All safety checks will have taken place by school or staff at the venue.</p> <p>The group will be met by the Swimming Instructor on arrival and briefed on expectations, behaviour and safety procedures. Adults will stay with their assigned group at all times. In an emergency the protocols of the venue will be adhered to.</p> <p>In the event of adverse weather we will notify AVACOACH/Strawberry Fields Swimming Baths or they will notify us at our earliest convenience and the swimming session will be rescheduled/cancelled.</p>
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<p>Organisation</p> <p>5 Travel:</p> <ul style="list-style-type: none"> • Mode(s) of transport • En route stops • Parking arrangements • Embarking / Disembarking • Organisation Procedures <p>6 Emergency Procedures:</p> <ul style="list-style-type: none"> • On location • Base contact arrangements • Overseas 		<p>Children will be transported to and from the event by AVACOACH coach company.</p> <p>When travelling to and from the venue everyone will be made aware of meeting points and collection points.</p> <p>Children will only be handed over to a designated adult.</p> <p>Children will be briefed on behaviour expectations and safety before the visit.</p> <p>Children will wear seatbelts.</p> <p>An adult will support the children when getting in/out of vehicles.</p> <p>Adults will have a mobile phone switched on that will be kept with them at all times.</p> <p>Lead adult will contact school in case of an emergency and follow the venues emergency procedures.</p>
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