



**Exceptional tours,
expertly delivered**

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VISIT TO A PUBLIC PLACE, eg shopping area; town or village; quayside, waterfront or beach

HAZARD	RISK/problem	PROBABILITY			LEVEL OF RISK 1low, 5high	RISK REDUCTION
		Low	med	high		
Large area	Pupils getting lost or separated from group or friends		X		2	Identify loners & special needs pupils, keep with staff or link with a special pupil. Pupils to stay in small groups. Have meeting place with regular times. Give pupils a staff mobile phone number or identify Lost Children desk. Staff to patrol park during the whole visit. Pupils to have a written note of time of departure & meeting place.
Separation from staff	No immediate help if pupils ill		X		2	Identify children at risk of needing adult support. Make special arrangements to meet them regularly
Long and tiring day	Pupils not eating properly and drinking enough to avoid dehydration.			X	2	Meet to eat together or give pupils money or meal vouchers. Warn pupils to drink enough. Provide free bottles of water.
Hot weather	Sunburn, heatstroke, dehydration, causing inattention and carelessness		X		3	Warn pupils. Advise suntan lotion, hats, plenty to drink, rest in shade. Pupils to look after each other

Cold weather	Pupils getting very cold, hypothermia, causing inattention and carelessness		X		3	Warn pupils. Advise warm clothing, thick-soled shoes, warm drinks inside café, pupils to look after each other.
Equipment, e.g. playgrounds, picnic areas	Accidents	X			5	Tell pupils to observe safety rules. No running or misbehaviour. No climbing or crossing barriers.
Food carried during long, hot day	Food poisoning from packed lunch	X			2	Don't keep lunches all day in hot coach. Throw away surplus perishables at end of day.
Drops in height, unprotected or protected	Accidents from pupils falling, tripping or pushing. Wet or slippery surfaces, eg near quaysides	X			2	Advise pupils to observe safety signs, no fooling around. Keep away from edges, quaysides. Staff supervision. Keep pupils occupied away from danger areas
Water, ponds, harbours, lakes, rivers, sea	Falling in, either by accident or fooling around	X			4	Identify likely candidates, keep them close to staff. Small groups. Calm, sensible behaviour, no running or shouting. Tell pupils to observe warning signs, keep behind barriers, don't get too close to harbour or river banks. No swimming!
Pupils buying unsuitable items, eg flick knives/combs, bangers or fireworks, alcohol	Harming themselves or others; frightening others; bringing illegal items into UK			X	3	Tell pupils not to buy such items (without giving them a shopping list!). Identify likely candidates and supervise pupils while shopping. Accept and act on pupil information. Throw items overboard on the way home.
Pupils buying alcohol for immediate or later consumption	Sickness, dehydration, drowsiness, carelessness, alcohol poisoning	X			4	Instruct pupils not to buy alcohol or gluhwein (Christmas markets). Identify likely candidates.
Bicycles (especially in Germany and Belgium)	Collisions on pavements, paths and roads. Boy racers. Cars swerving to avoid cyclists and then hitting pedestrians.	X			2	Warn pupils and staff in advance. Keep keen look-out for cyclists. Keep reminding everyone to be vigilant.

