

Living Coasts Risk Assessment Guidelines

Please find below a list of potential hazards, which you may encounter during your visit. Whilst we are happy for you to use this information to assist you in carrying out your risk assessment of our site, we would like to make it clear that these are guidance notes only. Responsibility for carrying out a full risk assessment for your school's visit to Living Coasts remains with the school and under no circumstances should these notes be used in place of that assessment.

Living Coasts has a number of qualified first aid trained staff on site including the education team and all keeping staff. In the event of a first aid incident, a member of Living Coasts staff should be informed immediately.

For the purposes of child safety, please also be aware that other zoo visitors may put themselves in a position whereby they can interact with schoolchildren. Please ensure that children are supervised at all times. The zoo can get busy during peak periods. All zoo staff are familiar with the procedures for dealing with lost children, however we advise that pupils are made aware of what to do and where to go if they become separated from their group.

For further information, to make a booking, or to arrange your free planning visit please contact us on 01803 697569 or email us at education@livingcoasts.org.uk

| Hazard | Associated Risk | People at Risk | Hazard Zone | Zoo's control measures | School responsibility |
|--|-------------------------------------|----------------|-------------|---|--------------------------------------|
| Car park traffic | Collision, serious injury, death | All group | Low risk | Parking in the car park is restricted to minibuses and cars. Coaches are required to drop off on the road. There is direct, safe pedestrian access from the car park. | Supervision of students. |
| Climbing on or jumping over railings, fencing, walls, seating, trees, pillars, posts etc | Risk of injury from falling | All group | Low risk | Safety notices where relevant. | Appropriate supervision of students. |
| Pools & Open Water | Risk of drowning, injury by animals | All group | Low risk | Physical barriers in place. Life rings readily available, All staff trained in procedures for people in the water. | Appropriate supervision of students. |

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|-------------------------------------|---|-----------|--------------------|---|--|
| Items dropped in pools | Risk of contamination | All group | Low risk | Signs warn visitors not to drop items in to the tanks. This is reinforced at keeper talks. Procedures are in place to remove items from pools. | Staff to advise students to take care. Items retrieved by staff should be disposed of. Disclaimer form to be signed. |
| Off-show and work areas | Risk of injury | All group | Low risk | Where necessary and in accordance with the zoos' Licensing Act 1981 these areas are kept locked (except to allow thoroughfare of staff carrying out their duties) and are marked with clear 'staff only' or 'no entry' signs. | Explain to students they must not enter these areas |
| Zoo animals | Entering or reaching into enclosure, injury from unsupervised contact – bite, allergic reaction, serious injury, death. | All group | Low to medium risk | Physical safety barriers. Warning signs. No feeding of animals. Rules in place for special supervised enrichment sessions. | Appropriate supervision of students. Staff to make students aware. |
| Free ranging birds | Pecks from birds Faeces | All group | Low risk | Safety notices. Hand-washing facilities available. | Staff to make students aware. Staff to encourage students to wash hands thoroughly when leaving the ranch and before eating or drinking. |
| Animal escape | Risk of injury from animal. | All group | Low risk | Working procedures to avoid escape. Emergency procedures in place. | Staff to direct students into the nearest building. |
| Play areas: | Slips, trips and falls. Equipment failure. | All group | Low risk | Age restrictions. Supervision notices. Regular maintenance checks. | Appropriate adult supervision of students. |
| Uneven surfaces, wet leaves and mud | Slips, trips, falls, grazes, sprains, bruises. | All group | Low risk | Regular maintenance of pathways. | Staff to advise students to take care. |
| Zoo staff working with children | Child welfare | Children | Low risk | All Education staff have valid CRB and wear official ID. | Staff to remain with students during teaching session. |

Hazard Zone Matrix

Hazard zones are determined by considering the severity of a possible injury and the possible likelihood of its occurrence with control measures in place and with school responsibilities upheld.

| Severity of injury | Likelihood of occurrence | | | | | | |
|---|--------------------------|------------------|------------------|------------------|------------------|--------------------|--------------------|
| | | Zero to low (1) | Very Unlikely(2) | Unlikely (3) | Likely (4) | Very Likely (5) | Almost Certain (6) |
| No Injury or Illness (1) | 1x1=1 Low | 1x2=2 Low | 1x3=3 Low | 1x4=4 Low | 1x5=5 Medium | 1x6 = 6 Medium | |
| Minor Injury or Illness (2) | 2x1=2 Low | 2x2=4 Low | 2x3=6 Medium | 2x4=8 Medium | 2x5=10 Medium | 2x6 = 12 Medium | |
| Lost time, injury or illness (3) | 3x1=3 Low | 3x2=6 Medium | 3x3=9 Medium | 3x4=12 Medium | 3x5=15 High | 3x6=18 High | |
| Over 3 day injury or illness (4) | 4x1=4 Low | 4x2=8 Medium | 4x3=12 Medium | 4x4=16 High | 4x5=20 High | 4x6=24 High | |
| Major Injury or Illness (5) | 5x1=5 Medium | 5x2=10 Medium | 5x3=15 High | 5x4=20 High | 5x5=25 High | 5x6=30 High | |
| Fatality, Disabling Injury or Illness (6) | 6x1=6 Medium | 6x2=12 Medium | 6x3=18 High | 6x4=24 High | 6x5=30 High | 6x6=36 High | |

Low Risk (1-4)

Medium Risk (5-12)

High Risk (13-36)