

Wroxham Barns

SHOP | EAT | CAMP | FARM FUN

RISK ASSESSMENT | SCHOOL VISIT

Location: Junior Farm and Field of Fun	Date: 27 th February 2026	Assessor: Ian Russell	Ref: 1027
<p>Safety instructions for school visits at Wroxham Barns.</p> <p>This risk assessment should be used in conjunction with other relevant risk assessments that relate to the activities that will be taking place.</p> <p>Pupils are the responsibility of the teachers and adult helpers. Pupil to staff ratio must follow L.E.A. guidelines.</p> <p>Review Date: 26/02/2027 or; If Legislation changes, Facility Changes, Activity Changes.</p>			

Operations			Initial Risk Rating			Current Risk Rating					
HAZARDOUS EVENT	MOST PROBABLE CONSEQUENCE	PEOPLE AT RISK	Likelihood	Consequence	Risk (LXC)	CONTROL MEASURES	Likelihood	Consequence	Risk (LXC)	FURTHER PROPOSED CONTROL MEASURES	DATE TO COMPLETE
Slips, trips and falls	Injuries including sprains, brakes, cuts and bruises	Staff Pupils Teachers	2	2	4	Site checked for potential trip hazards regular, if identified, removed. A health and safety talk will be given at start of every visit by a member of staff, highlighting uneven ground and any trip hazards. Sturdy outdoor shoes (not Sandals) should be worn. Pupils and teachers should wear appropriate clothing for the weather conditions. Pupils and teachers advised to wear sensible footwear, provided prior to their school visit.	1	4	4	Ongoing review to ensure control methods are still effective.	Ongoing
Contracting zoonotic infection	Disease, illness, and fatality	Staff Pupils Teachers	2	4	8	A health and safety talk will be given at start of every visit by a member of staff, highlighting importance of washing hands. Signs around Junior Farm encouraging hand washing.	1	4	4	Ongoing review to ensure control methods are still effective.	Ongoing

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						<p>Plenty of hand washing facilities available. Pupils and teachers asked to wash hands at the end of every session.</p> <p>Pupils and teachers are not allowed in animal pens.</p> <p>Pupils are required to be supervised during the visit, especially during hand washing, to make sure that each child washes thoroughly.</p> <p>Pens mucked out and disinfected regularly to prevent build-up of faeces.</p> <p>Gates/fencing washed down regularly.</p>					
Getting knocked over, stood on or kicked	Injuries including sprains, brakes, cuts, and bruises	Staff Pupils Teachers	2	4	8	<p>Pupils and teacher are not allowed into animal pens.</p> <p>Staff trained how to handle the animals</p>	2	4	8	Ongoing review to ensure control methods are still effective.	Ongoing
Activity: Feeding & interacting with animals	Cuts, scratches, disease, infection, fluid in the eye, bruise	Staff Pupils Teachers	2	4	8	<p>A health and safety talk will be given at start of every visit by a member of staff, highlighting the importance of respecting 'do not feed signs' and best practices on the farm.</p> <p>Health and safety talk given before each session covering the key things</p> <p>When bottle feeding staff will hold the bottle with children and adults well away from their face and body. Only one child will be stood on a bale at a time to prevent falling.</p> <p>Stressed and unwell animals removed from public areas.</p> <p>Large animals are well fed and used to being hand fed.</p> <p>'Do not feed' warning signs as appropriate.</p>	2	4	8	Ongoing review to ensure control methods are still effective.	Ongoing

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						<p>Animals that are known to nip are removed from public areas.</p> <p>Animals are constantly monitored with regard to their behaviour.</p> <p>Pupils and teachers are encouraged to be quiet around animals. Staff to follow all other farm related risk assessment for their safety</p> <p>During free time, teachers to be provided with animal food to distribute to pupils.</p>					
Activity: Small animal handling	Getting bitten or scratched: Cuts, scratches, disease, infection	Staff Pupils Teachers	3	2	6	<p>Although pupils and teachers are encouraged to stroke the small animals during a designated session, only members of staff are permitted to hold them.</p> <p>During session, pupils and teachers encouraged to be quite around animals.</p> <p>Pupils and teachers are shown how to hold animals such as guinea pigs, so that they do not cause them discomfort and give them cause to nip. This includes, stroking away from the head, do not stroke faces and to let the animals roam in the session boxes.</p> <p>Animals that are known to nip are removed from public areas.</p> <p>Animals are constantly monitored with regard to their behaviour.</p>	2	2	4	Ongoing review to ensure control methods are still effective.	Ongoing
Free play equipment	Injuries including sprains, brakes, cuts and bruises	Staff Pupils Teachers	2	4	8	Free play equipment checked daily by Duty Manager. Records kept in office. Equipment will be repaired and replaced as necessary.	1	4	4	Ongoing review to ensure control methods are still effective.	Ongoing
Activity: Exploring crops in the fields	Injuries including trips, sprains, brakes, cuts and bruises	Staff Pupils	2	4	8	A health and safety talk will be given at start of every visit by a member of staff, highlighting uneven ground.	1	4	4	In case of bad weather, activity will be reviewed and replaced if an	Ongoing

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		Teachers				<p>A designated pathway through the fields will be followed.</p> <p>The pathway will be checked prior to each school visit for obstruction and removed as necessary.</p> <p>Pupils and teachers are advised to wear sensible footwear provided prior to their school visit.</p>				<p>alternative if necessary.</p> <p>Ongoing review to ensure control methods are still effective.</p>	
Activity: Watering plants	Injuries including trips, sprains, brakes, cuts and bruises	Staff Pupils Teachers	2	4	8	<p>Child-designed watering cans used.</p> <p>Pupils are advised to fill watering can half full.</p> <p>Pupils are advised not to walk on an area previously already watered by another pupil.</p> <p>Pupils and teachers advised to wear sensible footwear, provided prior to their school visit.</p>	1	4	4	<p>In case of bad weather, activity will be reviewed and replaced if an alternative if necessary.</p> <p>Ongoing review to ensure control methods are still effective.</p>	Ongoing
Activity: Plant a seed	Injuries including Disease and illness	Staff Pupils Teachers	2	4	8	<p>Child designed equipment used.</p> <p>Equipment checked daily for damage or weakness and staff to report any concerns. Equipment repaired or removed as necessary.</p> <p>Hand washing facilities available. Pupils and teachers asked to wash hands at the end of session.</p>	1	1	2	<p>Ongoing review to ensure control methods are still effective.</p>	Ongoing
Activity: Pig Sty Play Barn	Injuries including trips, sprains, brakes, cuts and bruises	Staff Pupils Teachers	2	4	8	<p>Equipment checked for damage or weakness and signed off on a regular basis.</p> <p>Equipment cleaned following correct procedures at the end of the day and staff cleaning to report any concerns. Equipment repaired or removed as necessary.</p> <p>All visitors to wear socks whilst on the play equipment.</p>	2	2	4	<p>Ongoing review to ensure control methods are still effective.</p>	Ongoing

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Activity: Pedal tractors	Injuries including trips, sprains, brakes, cuts and bruises	Staff Pupils Teachers	2	2	4	Child designed equipment used. Equipment checked daily for damage or weakness and staff to report any concerns. Equipment repaired or removed as necessary.	1	2	2	Ongoing review to ensure control methods are still effective.	Ongoing
Activity: Exploring the soil	Injuries including cuts and bruises	Staff Pupils Teachers	1	2	2	Child designed equipment used. Equipment checked daily for damage or weakness and staff to report any concerns. Equipment repaired or removed as necessary. Hand washing facilities are available. Pupils and teachers asked to wash hands at the end of session.	1	2	2	Ongoing review to ensure control methods are still effective.	Ongoing
Fire	Death or serious injury from burns and smoke	Staff Pupils Teachers	4	5	20	Full fire risk assessment available from WB office. Sufficient number of unobstructed fire exit routes. Fire exit signs displayed indicating the route. Adequate number of fire extinguishers provided, easily visible and accessible and staff trained on usage. Extinguishers serviced and tested annually by qualified person. Safety inspection carried out weekly, which includes identifying fire hazards and using a checklist. Smoking policy complied with. Fire alarm (whistle in place) easily audible for all members of staff and public. Evacuation procedures in place with assembly point arrangements (grassy area by the Oak tree) to the right of the Fun Park.	2	5	10	Ongoing review to ensure control methods are still effective.	Ongoing

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						Fire drill undertaken every 6 months. Regular annual pat testing in place. Good housekeeping – staff training to keep areas clear, don't put stock in front of fire hazards.					

Risk Rating Matrix:

Risk Value = Likelihood x Severity

Probability score (likelihood)	Impact score (severity)				
	1	2	3	4	5
1	1 (Low)	2 (Low)	3 (Low)	4 (Low)	5 (Med)
2	2 (Low)	4 (Low)	6 (Med)	8 (Med)	10 (High)
3	3 (Low)	6 (Med)	9 (High)	12 (High)	15 (High)
4	4 (Low)	8 (Med)	12 (High)	16 (High)	20 (Very high)
5	5 (Med)	10 (High)	15 (High)	20 (Very high)	25 (Very high)

1-4 = **LOW RISK**, safe

5-9 = **MEDIUM RISK**, identify suitable control measures

10-16 = **HIGH RISK**, do not carry out procedure

20-25 **VERY HIGH RISK**, do not carry out procedure