

Risk Assessment

Location: Lesnes Abbey, Erith				Sessions and Dates: Vikings Cooking bread on campfire, fire lighting, rune pendants and artefact handling Timeline Activity	Assessor: Stephanie Johnson	Assessment Date: 29/01/2025	
Hazard	Severity of Injury (1-5)	Risk Likelihood (1-5)	Total Risk Level	Measures to Reduce Risk	Severity of Injury (1-5)	New Risk Likelihood (1-5)	New Total Risk Level
Injury from fire lighting	3	4	12	Children and staff will be shown correct fire lighting technique e.g on one knee, hair tied back, no gloves Activity will always be overseen by a member of staff with a small group of 1-12 children and any dangerous behaviour stopped. Water will be present to put out any fires and a burns kit available.	1	1	1
Worsening of injury through slow emergency response	4	3	12	First aid kit to be brought by school and first aider to be present on site.	2	1	2
Injury caused by slips, trips and falls	5	4	20	Inspect site for hazards and inform and or point out/mark hazards to all members of staff and children. If possible safely remove hazards from working area. All staff and children encouraged to wear appropriate clothes and footwear. Staff to wear steel toe cap boots if working with heavy equipment or tools. Correctly store equipment/tools on site to prevent trips.	4	1	4
Injury caused through manual handling	4	5	20	Use of car/wheelbarrow to transport equipment to site. Heavy loads should be carried between a minimum of two people.	3	1	3
Injury caused through tool use	5	4	20	Inspect tools for defects, rejecting the ones that do. Demonstrate correct tool use to all staff and children. Tools to be kept in container/box when not in use. Children’s safety scissors to be used for cutting string to reduce	2	1	2

				<p>severity of any cuts.</p> <p>Children to be supervised by an adult at all times during the activity and any dangerous behaviour will be stopped.</p>			
Tetanus, Leptospirosis (Weil's disease) and other bio hazards	4	3	7	<p>Before start of activities give safety talk to class highlighting the various hazards e.g. stinging nettles, dog poo</p> <p>Hands should be washed thoroughly before any handling of drink and food, before touching their face and leaving site.</p>	4	1	5
Hyperthermia/hypothermia caused by weather	5	3	8	<p>Weather to be monitored before session and if necessary, the session postponed/cancelled/changed if conditions considered hazardous.</p> <p>All staff and participants to dress appropriately.</p> <p>Drinking fountains are present on site along with kitchen facilities and café.</p> <p>Stop work if participants fall ill, provide first aid and if necessary, call ambulance.</p>	2	1	3
Food poisoning/illness/allergies from making and baking bread	5	5	25	<p>All hands to be washed before the handling of any food and drink.</p> <p>All provided food and drink equipment/utensils will be washed before and after each activity.</p> <p>All cuts to be covered before handling food and drink.</p> <p>All individuals to prepare their own food and drink.</p> <p>Member of staff advised of any allergies (information to be provided on booking form). Accommodations for child with allergies will be made if possible e.g., bread made without flax seeds, otherwise the child will not part take in the bread making activity and will be able to do the fire lighting activity for longer.</p> <p>All bread and flour will be kept in separate storage containers, clearly labelled and separate utensils will be provided for each.</p> <p>Ingredients have been checked for nut allergens with only the flax seeds presenting a risk. This risk will be made aware to the individual with the allergen and the other participants.</p>	5	1	5
Hazards to the public	4	2	6	<p>All tools and equipment to be safely stored on site when no one is present.</p> <p>Warning signs will be placed around site of activities.</p> <p>Activities to be halted if they present a risk to the public/dogs and resumed only when safe.</p> <p>The fire must be put out before leaving the site unattended.</p>	2	1	3

Personal attack	5	3	8	No one is to be left on their own whilst on site. All valuables to be kept out of sight. All children must be accompanied by a supervising adult if they need to leave the site/return to lodge.	5	1	6
Hazardous Waste/Litter/animal poo	3	5	8	Site will be checked for litter/animal poo and if possible, removed from site. If not possible children and staff will be warned. Before start of activities a safety briefing will be given, and children told not to pick up any litter/animal poo but to tell an adult instead.	2	1	3
Injury from vegetation	5	4	10	All staff and children to be briefed on any low hanging vegetation or vegetation that might be hazardous if they come into contact with it e.g. stinging nettles, holly, brambles. Low hanging vegetation will be removed from site. If there are any hazardous plants on site, the children and staff will be told of its location and encouraged to stay away from area.	2	2	4
Injury caused from use of the fire pit for cooking	5	4	9	A bucket of water and a fire blanket will always be kept close to the fire in case the fire begins to burn dangerously and needs to be quickly put out. Fire gloves are to be used by any staff and participants when handling the fire pit during and after use, any utensils and cooking equipment that has been put on the fire. A member of staff will always be present in the vicinity of the fire to supervise any cooking or adding of fuel to the fire. A burns kit will be to hand to use for treating any injuries. A fire circle will be maintained in which no children or adults (except activity leader) will be allowed to cross unless invited by the activity leader to do so. This will reduce the likelihood of anyone tripping over and falling into the fire.	2	1	3
Site damage caused by fire	5	3	8	All fires will be started within the fire pit to manage size and spread. The fire pit will be sited in an open area and the area cleared of any combustible materials such as twigs, sticks and leaves that are on the ground or overhead. Only small quantities of fuel (wood) will be added at a time to the fire to control its size. No flammable accelerants such as petrol will be used on the fire or near the fire. A bucket of water will always be sited near to the fire to use in case	3	1	4

				<p>of fire burning/spreading uncontrollably.</p> <p>The fire will be put out only by a member of staff using buckets of water to fully immerse any remaining unburnt fuel/ashes left in the fire pit.</p> <p>The cooled contents of the fire pit will be disposed of in an area of the site with limited combustible materials nearby and the ground soaked in water to further cool the remaining unburnt fuel and ashes.</p>			
Distress caused by becoming lost	3	4	12	<p>During briefing all staff and children will be advised to stay with a member of staff at all times.</p> <p>All staff and children to stick to designated paths. If anyone needs to leave the session they must do so in the company of a member of staff and let the session leader know.</p> <p>School staff will be responsible for ensuring all children are present throughout the session.</p>	2	1	3
Stranger Danger	5	3	15	<p>No one is to be left on their own whilst on site and children must be accompanied by a member of staff at all times.</p> <p>During briefing all staff and children will be advised not to talk to strangers and to tell a teacher or member of staff if a stranger tries to talk to them.</p> <p>All members of Lesnes Abbey education staff have been DBS checked.</p>	5	1	5
Injury/sickness from medical conditions/allergies	5	3	15	<p>Members of school staff to be aware of any medical conditions/allergies and to bring appropriate treatments/medicines if possible, e.g. asthma inhalers, epi pens.</p> <p>Members of Lesnes Abbey staff to be informed of any medical conditions/allergies that might be relevant to the session planned e.g., allergic to wasp stings.</p> <p>Where possible the session will be adapted to take into account any medical conditions/allergies e.g., go slowly up steep hills and take breaks for asthma sufferers.</p>	5	1	5
Injury from fire	5	5	25	<p>All staff and children to be briefed on what to do if they hear the fire alarm whilst inside building. They will be told to quickly and calmly leave the building and to make their way to the fire assembly point (mulberry tree) with their teachers. No one should try to take their belongings with them or re-enter the building.</p>	5	1	5

				<p>Lesnes Abbey staff will be last to leave classroom and will check storerooms and disabled toilet for any children/members of staff.</p> <p>At the fire assembly point teachers will perform a register/head count of their staff and children.</p> <p>All fire exits will be kept clear to enable a safe evacuation and the shutters will always be open over the fire exits. Fire extinguishers are located at each fire exit to be used if necessary and are the responsibility of Bexley Borough Council along with the fire alarms.</p> <p>Fire doors will be kept shut at all times.</p>			
Injury caused through wearing costumes and handling props and artefacts	3	4	12	<p>Children will be supervised during handling props by school and Lesnes Abbey staff. Potentially harmful behaviour will be stopped e.g., waving around/hitting people with plastic and wooden swords.</p> <p>Expected behaviours will be stated at the beginning before any equipment is handed out e.g., not to hit each other with swords.</p>	3	1	3
Nearest Hospital:		Darent Valley Hospital, Darenth Wood Road, Dartford, DA2 8DA					
First Aider:		Stephanie Johnson					
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