

<b>PROJECT NAME (if applicable)</b> Wild Play	<b>DATE:</b> 28/07/2020
<b>ACTIVITIES ASSESSED:</b> Delivery of Wild Play activities for families in a coronavirus context	
<b>LOCATION:</b> Woodland Discovery Centre, Ecclesall Woods	
<b>Group:</b> Family groups	
<b>ASSESSED BY:</b>  Sarah lamb/Cathy Slater	<b>SIGNATURE:</b>  

PROBABILITY RATINGS		SEVERITY RATINGS	
Probable (likely to occur immediately)	<b>4</b>	Catastrophic (death/severe illness)	<b>4</b>
Reasonably probable (probably will occur in time)	<b>3</b>	Critical (serious injury/illness)	<b>3</b>
Remote (may occur in time)	<b>2</b>	Marginal (not serious)	<b>2</b>
Extremely remote (unlikely to occur)	<b>1</b>	Negligible	<b>1</b>

**Calculate Reduced Risk Rating using this chart – is it now Low / Medium / High / Very High?**

<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>6</b>	<b>8</b>	<b>9</b>	<b>12</b>	<b>16</b>
<b>LOW</b>				<b>MEDIUM</b>		<b>HIGH</b>	<b>VERY HIGH</b>	

**Obtain authorisation if needed**

REDUCED RISK RATING		Authorisation required by:	Name	Signature	Date
<b>LOW</b>	<b>1-4</b>	Assessor			
<b>MEDIUM</b>	<b>6-8</b>	Line Manager / Section Head			
<b>HIGH</b>	<b>9</b>	Director			

<b>VERY HIGH</b>	<b>12-16</b>	<b>ACTIVITY MUST NOT PROCEED</b>			
------------------	--------------	----------------------------------	--	--	--

**First aid: Wildlife Trust staff (SRWT) to carry a first aid kit and mobile phone at all times  
Additional support is available at the Woodland Discovery Centre**

**Method Statement:**

The Woodland Discovery Centre and wider woodland, Ecclesall Woods, are a public area. Toilets are public, on site and managed by SCC with a regular cleaning regime.

Families will arrive using a staggered system, having previously booked on-line. There are 3 sessions during the morning, 30 minutes apart and 3 during the afternoon. Up to 5 people may attend each session so as not to exceed the maximum of 6 people at once. They will be briefed by the SRWT leader, who will remain 2m away, collect their equipment and take it into the woods to manage their own activities. The families will be directed to different areas of the woods to avoid crowding. The meeting point is a non-public, enclosed area, referred to as Birch, which will be clearly signed to advise the public that this is a bookable only event being managed by the Wildlife Trust, and to adhere to the rules of social distancing and etiquette when in the woods. Families will return equipment back to a specific, sign posted, location near the meeting point, and they may debrief with the SRWT leader when they have finished. Equipment will be cleaned or quarantined before being used by another family.

Total number of booked participants on site will not exceed 30 during each of the morning or afternoon session. There may be members of the public and people who have booked on a session earlier or later that day, who we will no longer be responsible for outside of the 2 hour booking when they are in the public areas. Additional members of the public may not be involved in our sessions; if members of the public persist in interfering with the session we may seek assistance from the police.

1	INITIAL RISK RATING			5	REDUCED RISK RATING		
	2	3	4		6	7	8
HAZARD	Probability P	Severity S	Risk R	ACTION TO REDUCE HAZARD	Probability P	Severity S	Risk R
The HAZARD is the spread of C-19 in each of the scenarios described							

	INITIAL RISK RATING				REDUCED RISK RATING		
1	2	3	4	5	6	7	8
HAZARD	Probability P	Severity S	Risk R	ACTION TO REDUCE HAZARD	Probability P	Severity S	Risk R
Delivery of Wild Play, interaction with people at the meeting point.	3	3	9	<p>The meeting point and activities are all outside</p> <p>Participants will be advised by before booking and again via booking confirmation email, in advance, not to attend the session if they developed COVID-19 symptoms or tested positive less than 7 days ago. They must not attend session if they have been in contact with someone with COVID-19 symptoms during the last 14 days. This is in line with government regulations on self-isolation</p> <p>SRWT leader will remain 2m from all participants and have access to hand sanitiser and wipes</p> <p>Participant groups (x2) will be given designated areas to be in, and will be 2m from the other family, and the SRWT leader</p> <p>At the entrance to the private area being used for Wild Play, there will be a notice showing the rules of engagement and that it is a bookable event only</p> <p>Participants will be asked to sanitise hands upon entry and exit of 'Birch' area</p>	1	3	3
Vulnerable people	3	4	12	<p>The information we provide before booking, and again via the booking confirmation email, will advise that vulnerable or shielding people should not attend the event</p>	1	1	1
Participant's interaction with the general public	3	3	9	<p>Participants will be given instruction to maintain social distance of 2m from members of the public in the form of: pre-information included at the point of ticket purchase; a safety briefing before they set out; rules on a public black board at the meeting point; and a written set of instructions included in their activity pack</p>	1	3	3

	INITIAL RISK RATING				REDUCED RISK RATING		
1	2	3	4	5	6	7	8
HAZARD	Probability P	Severity S	Risk R	ACTION TO REDUCE HAZARD	Probability P	Severity S	Risk R
General public interfering with the session	3	3	9	The meeting point is fenced in and accessed via a gate. At the gate will be a black board informing the public that this is a private, bookable only event managed by SRWT, which they are not permitted to participate in. Any family who hasn't booked will be turned away	1	3	3
Staff and participants exposed to C-19 from contaminated equipment	3	3	9	<p>Equipment with hard surfaces must be previously cleaned before the session with soap and water or sanitising wipes, or quarantined for 72 hours (3 days), and either cleaned afterwards or left to quarantine. Participants will be asked to put used equipment in a big bag in a designated labelled area. Equipment that is not readily cleaned must have been quarantined or not be used.</p> <p>The SRWT leader preparing the equipment for use will begin with washed or sanitised hands or use gloves, then not touch the equipment.</p> <p>All participants will be asked to sanitise their hands at the start and at the end of the session</p> <p>Families will collect pre-prepared and clean equipment from a designated area. They will be given a briefing regarding etiquette in the woods and specific to their session and equipment</p> <p>Different families will not share any equipment.</p>	1	3	3
First aid treatment	3	3	9	SRWT staff will have a first aid kit at the meeting point, families should administer first aid within their group. SRWT to only administer close contact first aid in an emergency situation	1	3	3
Interacting with the 'graffiti board'	3	3	9	Each family will have quarantined chalk in their pack. They may give feedback on the communal chalkboard, but will be advised to avoid touching it	1	3	3

The following relating to the use of equipment and general safety in the woodland (not specific to C-19 spread):

Cuts or scratches caused by objects used during the session e.g. mirrors, tarps, bug pots, plastic cups	2	2	4	SRWT leader will demonstrate safe use of each piece of equipment provided. Equipment to be checked on a regular basis for wear and tear and replaced when necessary.	1	2	2
Pinched skin from magnets and small magnets and pins swallowed	3	2	6	Compass making to be demonstrated by SRWT leader. Each family will be given 1 magnet and pin, this will be given to the responsible adult and it will be explained that they are responsible for keeping the items from being lost, supervising use of the items, and keeping away from young children for whom they could be choking hazards	1	1	1
Hapa zome (Leaf bashing) Bruised fingers from hammer injury	4	3	12	Explicit instructions and demonstration given; hold the hammer near its head and use a tapping action onto the board provided. Keep fingers away from where you tap. Never swing the hammer. Each family will be given 1 hammer, this will be given to the responsible adult and it will be explained that they are responsible for keeping the item from being lost, supervising use of the item at all times and ensuring its safe return	2	2	4
Adverse Weather: Injuries from falling dead wood Discomfort due to cold/heat	2	3	6	Carry out site check in Birch to look for hanging branches. Re-route or cancel if necessary. Participants advised in advance to wear weather appropriate clothing/protection. Check forecast for risk of lightning or high winds. Cancel session if necessary. Monitor the weather throughout and respond to changes.	1	3	3
Abuse by Wildlife Trust staff	1	3	3	All adults to remain in sight of other adults. Staff to wear Trust logo clothes to be clearly identified	1	3	3
Children getting lost	2	3	6	Parents/carers are responsible for the children in their care whilst out in the public woodland.	1	3	3
Cuts and bruises caused by slips/trips/falls from uneven/slippery/muddy ground	3	2	6	Participants advised of this hazard in their booking confirmation email	2	2	4
Allergies and upset caused by insect bites	2	3	6	Participants advised of this hazard in their booking confirmation email	2	2	4
Poisoning from plants/berries/fungi	2	3	6	Participants advised of this hazard in their booking confirmation email and advised to wash hands before eating	1	3	3

Infection from soil	2	3	6	Participants advised of this hazard in their booking confirmation email and advised to wash hands before eating	1	3	3
Cuts/infections from hazardous Litter (glass, rubbish, metal, food waste).	2	3	6	Participants advised of this hazard in their booking confirmation email and advised to look before they touch the ground	1	3	3
Trampling/kicking injury or fear of injury from presence of horses	2	3	6	Participants advised of this hazard in their booking confirmation email	1	3	3
Bite injuries or fear of attack from presence of dogs	2	3	6	Participants advised of this hazard in their booking confirmation email	1	3	3
Dog Faeces	2	2	4	Participants advised of this hazard in their booking confirmation email	2	2	4
Damage to environment	1	1	1	Participants advised to leave the site as they found it in their booking confirmation email	1	1	1

### ADDITIONAL NOTES

This risk assessment is informed by the government guidance <https://www.gov.uk/government/publications/protective-measures-for-holiday-or-after-school-clubs-and-other-out-of-school-settings-for-children-during-the-coronavirus-covid-19-outbreak/protective-measures-for-out-of-school-settings-during-the-coronavirus-covid-19-outbreak>

<https://www.gov.uk/government/publications/coronavirus-covid-19-guidance-on-phased-return-of-sport-and-recreation/guidance-for-providers-of-outdoor-facilities-on-the-phased-return-of-sport-and-recreation>

This risk assessment should be used in conjunction with the SRWT Covid-19 risk assessments for Outdoor Work, Staff travel and transport, Fairport yard and Office working.

Contact Name	Position/ Location	Number
Chris Smith	Senior Outdoor Learning Officer	
Sarah Lamb	Outdoor Learning Officer	07805616844
Woodland Discovery Centre	Office	
Sheffield and Rotherham Wildlife Trust	Main Office	0114 263 4335
South Yorkshire Police		0114 220 20 20
Gas - Transco	Gas leaks and breaks	0800 111999
Water - Yorkshire Water	Water leaks (mains)	0843 1242424
Electricity - Yorkshire Electricity	Power cuts and emergencies	0800 375675
Sheffield Safeguarding Hub - children	24 hours	0114 273 4855
Sheffield Young Children's Service		0114 2817305

NSPCC Child Protection	Helpline	0808 800 5000