



PROJECT NAME: Landscape Connections	DATE: 5 th & 6 th September
ACTIVITY ASSESSED: Open Weekend Family Activities	
Location: Stoneface Creative	Address: The Wood Shed, Storrs Lane, Stannington, Sheffield, S6 6GY
ASSESSED BY: Sarah Traveller-Watson / Cathy Slater	SIGNATURE: S. Traveller-Watson 

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

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

1	2	3	4	6	8	9	12	16
LOW				MEDIUM		HIGH		VERY HIGH

Obtain authorisation if needed

REDUCED RISK RATING		Authorisation required by:	Name	Signature	Date
LOW	1-4	Assessor	Sarah Traveller-Watson	S. Traveller-Watson	25/08/2020
MEDIUM	6-8	Line Manager / Section Head	Cathy Slater		27/8/20

HIGH	9	Director			
VERY HIGH	12-16	ACTIVITY MUST NOT PROCEED			

Risk Assessment Method Statement

Stoneface Creative is an established organisation founded by a Stonemason and artist, Andrew Vickers, and his son, Tom. They use their private woodland, which is located near Stannington, Sheffield, to exhibit their art work and sculptures, which are all located along a woodland trail. They are generally closed to the public, but can be visited by prior arrangement, or on one of their regular Open Weekends, where members of the public are invited to wander around their woodland paths. Landscape Connections often attends the events to run activities during open weekends, and to engage members of the public in what we do there. At the September event, this will include making small clay sculptures from pre-prepared balls of clay, and creating journey sticks from pre-cut sticks, string and foraged items. The clay sculptures and journey sticks will require SRWT Outdoor learning staff to prepare and brief participants on how to use them safely. Participants will then be asked to find a place in the wood to do this in a self-led manner. Landscape Connections (and associated staff and activities) will be positioned on the grass just beyond the small lake. Being a large, open area, this will better enable people to maintain distance. Members of the public will be reminded by SRWT staff, and by clear signage, that social distancing is to be adhered to, and to wait away from the area if there are already 6 people gathered. The event itself is organised and set-up by Stoneface Creative, and is an open event from 11am-4.30pm on both days. No pre-booking is required to attend.

Stoneface Creative have a C-19 secure procedure in place which the activity leader at SRWT is aware of, the activities outlined in this RA are facilitated within the confines of this C-19 secure procedure.

	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
<p>First aid: Wildlife Trust staff will carry a first aid kit and mobile phone at all times.</p> <p>Parents/guardians are responsible for the supervision and behaviour management of their children</p> <p>Use this RA in conjunction with FINAL SRWT Covid-19 Outdoor Learning Risk Assessment and the SRWT Covid-19 risk assessments for Outdoor Work, Staff travel and transport, Fairport yard and Office working.</p> <p>Please also see STONEFACE Health and Safety & Risk Assessment document, as written by Stoneface Creative for the event.</p>							
The HAZARD is the spread of C-19 in each of the scenarios described							

Transmitting or exposure to Covid-19 virus – risk to members of the public participating in SRWT activities, including Boggart making Journey Sticks	3	4	12	Refer to and follow FINAL SRWT Covid-19 Outdoor Learning Risk assessment in conjunction with this. Boggart making – SRWT staff to prepare balls of clay, and to use disposable gloves and sanitise hands. Balls of clay made available on a tray for members of the public to take, so they only touch their own. Journey sticks – Sticks and string prepared by SRWT staff, washing their hands before touching them and transporting. The sticks will be spread out, available for members of the public to take, ensuring they only touch their own stick and string. Fire area – Not to be used at this time by SRWT. All activities are carried out outdoors. Giving out leaflets – These will be provided for members of the public to take if they wish, but will not require contact.	2	4	8
Transmitting or exposure to Covid-19 virus – Risk to members of SRWT staff	3	4	12	SRWT staff to ensure they keep 2m apart from each other where possible, and are provided with gloves, hand sanitiser, and hand washing facilities. Stop an activity at any time if members of the public are not keeping a safe distance, or are not following instructions.	1	4	4
Transmission of Covid-19, risks heightened by gathering in a group	3	4	12	In line with current agreed SRWT practice, 6 people from different households may gather. As SRWT staff have no way of knowing whether people are from different households, a maximum number of 6 people (including SRWT staff) may gather at an activity at any time, whilst maintaining a 2m distance where possible. If this number is exceeded, SRWT staff to request newcomers, or any one additional to the first 6, come back at a later time or wait at a safe distance. The activity will be stopped at any time if it is deemed unsafe. Signage will be used to request members of the public wait at a safe distance before being welcomed to the activity collection area by a member of staff, when it is safe to do so.	2	4	8

The administering of First aid treatment	3	4	12	SRWT staff to only administer treatment to members of the public in an emergency, and when doing so, a facemask/face covering is to be worn by both parties. In all other first aid scenarios, the patient, if an adult, will administer their own treatment where possible, and in cases of children, their responsible adult will administer treatment where possible. First aid equipment will be available at all times, and will be kept by SRWT staff. A first aid kit is also available in the office, as owned by Stoneface Creative. If CPR is ever required, only chest compressions are to be used, if administered by SRWT staff.	2	4	8
The following relating to the use of equipment and general safety during the session whilst taking part in the SRWT activities (not specific to C-19 spread):							
Hazardous Litter (glass, rubbish, metal, food waste).	2	4	8	Event area to be checked on day and visible hazardous litter removed. SRWT leader to supply wipes if necessary. Participants briefed not to use litter/hazardous materials when creating their boggarts and journey sticks.	2	3	6
Cuts, bruises, poked eyes from any equipment used and objects handled during session	2	2	4	SRWT staff to demonstrate safe use of all equipment. Equipment tidied away when not in use. Equipment to be checked on a regular basis for wear and tear and replaced when necessary. Any sticks used in activities should not be sharpened, and advised to take care when walking with them.	1	2	2
Ticks and Lymes Disease	2	4	8	When necessary and appropriate, participants will be made aware of the potential risk of tick bites, and what to look out for. Where practical, avoid areas likely to be inhabited by ticks, such as long grass. If a tick/tick bite is found, participants (and their responsible adult) to be made aware of the symptoms and implications of Lymes Disease, and to seek medical advice.	2	2	4
Nettle or thistle stings	3	2	6	Participants to be made aware when looking in grass to avoid areas with thistles or nettles. Parents/guardians to be aware of allergies and act accordingly.	2	2	4

Dog attacks	2	3	6	Be aware of the appearance and behaviour of dogs and act accordingly. SRWT staff to advise on safe behaviour around dogs and not to approach dogs. If participants bring dogs ask them to please tie them up away from participants and the activity area	1	3	3
Dog Faeces	2	2	4	Check the area beforehand. Washing facilities in the Wood Shed.	1	2	4
Poisoning from plants, fungi or berries	2	3	6	Participants advised to keep hands away from mouth and not to eat anything they find. Children instructed not to put hands in mouth or touch face during activity and to wash hands thoroughly before eating.	1	3	4
Disruptive/dangerous behaviour of public	2	3	6	Use tact and diplomacy to diffuse any unwanted behaviours from public. Be prepared to cancel activity should threatening behaviour continue. Always carry mobile and follow SRWT guidelines.	2	1	2
Disruptive/dangerous behaviour of participants.	2	3	6	Guardians to maintain constant supervision and be responsible for their children's behaviour. Cease activity if children are continually disruptive or make the situation dangerous for themselves and others.	2	1	2
Adverse Weather	2	3	6	Carry out site check to look for hanging branches. Re-route or cancel activity if necessary. Activity to cease should participants become too cold or wet or in case of a lightning storm or gale force winds. Monitor the weather throughout and respond to changes. Monitor if fire is safe in any given weather conditions	2	2	4
Damage to environment	2	2	4	SRWT staff to instruct not to cause damage to the environment in any way during activity. Leave site as it is found. If too many boggarts are made to leave behind, encourage visitors to take them home. Discourage the picking of living things. If unreasonable damage is being caused, move or stop the activity.	1	1	1
Inappropriate use of photos	2	3	6	Staff and volunteers to take photos in line with current policies and procedures. Photographic consent form to be completed for storing and using photos.	1	3	3
Abuse by Wildlife Trust staff	1	4	4	Staff to wear Trust uniform and not be left alone with children at any time. All staff and volunteers to have appropriate DBS checks	1	4	4

ADDITIONAL NOTES

Contact Name	Position	Number
Sarah Traveller-Watson	Outdoor Learning Leader	07596503882
Chris Smith	Senior Outdoor Learning Officer	07594503775
Emergency weekend cover contact	SRWT Out of Hours Contact	
Stoneface Creative	Storrs Lane, Stannington, Sheffield, S6 6GY	07786603189 - Tom
Sheffield Childrens Hospital (A&E for children)	Western Bank, Sheffield, S10 2TH	0114 271 7000
Northern General Hospital (A&E for adults)	Herries Rd, Sheffield S5 7AU	0114 243 4343
South Yorkshire Police		0114 2 202020
NSPCC Child Protection	Helpline	0808 800 5000