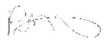


Local Area Risk Assessment – Barnburgh Academy

Assessment conducted by: Rebecca Middleton	Job title: Business Manager	Covered by this assessment: Visits within the local area
Date of assessment: 02/12/2024	Review interval: 1 year	Date of next review: 02/12/2025
Name and Signature of Assessor: Rebecca Middleton 		

Related documents

Health and Safety policy, Safeguarding policy

Risk rating		Likelihood of occurrence		
		Probable (P)	Possible (PO)	Remote (R)
Likely impact	Major (Ma) - Causes major physical injury, harm or ill health.	High (H)	H	Medium (M)
	Severe (S) - Causes significant physical injury or illness requiring first aid.	H	M	Low (L)
	Minor (Mi) - Causes minor physical or emotional discomfort.	M	L	L

Hazard/Area for concern	Who could be harmed and how?	Risk rating prior to action controls Likely impact x Likely occurrence = Risk rating (High, Medium, Low)	Controls to reduce the risk of the Hazard/area of concern	Further action required and who will action them?	Deadline for the controls to be implemented and status of the action	Risk rating following after controls are in place Likely impact x Likely occurrence = Risk rating (High, Medium, Low)
Exposure to weather	Staff, children <i>Inclement weather can cause a higher risk of accidents and injury if not managed</i>	Medium	<ul style="list-style-type: none"> The weather forecast is monitored to assess the likelihood of inclement weather during a local visit. This way plans can be adjusted accordingly. Parents, staff and pupils will be provided with clear instructions about suitable footwear and clothing ahead of visits. Staff will plan for pupils who may not bring suitable clothing and check before departure or arrange spares. 	Headteacher to continue to monitor arrangements	Ongoing	Low

<p>Pupil lost or separated from group, inadequate supervision</p>	<p>Children</p>	<p>Medium</p>	<ul style="list-style-type: none"> • Plan supervision before visit and brief staff and pupils. • Ensure supervising staff competent and understand their roles. • Sufficient supervision. • Plan and use suitable group control measures (for example, buddy systems, large groups split in small groups each with named leaders, identification system – hi vis vests). • Discuss itinerary and arrangements with pupils. • Briefing to all on what to do if separated from group. • Head counts by leaders particularly at arrival/departure points, and when separating and reforming groups. 	<p>Headteacher to monitor arrangements</p>	<p>Ongoing</p>	<p>Low</p>
<p>Illness or injury</p>	<p>Staff, children</p>	<p>Medium</p>	<ul style="list-style-type: none"> • Check first aid certificates current. Medication and inhalers taken with group. • First aid cover accessible and appropriate. • Leaders know how to call emergency services. • First aid and travel sickness equipment carried. • Mobile phones carried if available. • Emergency contacts arranged. 	<p>Headteacher to monitor arrangements</p>	<p>Ongoing</p>	<p>Low</p>
<p>Special needs of specific pupils <i>Medical, behavioural, educational</i></p>	<p>Children</p>	<p>Medium</p>	<ul style="list-style-type: none"> • Take advice from SENCO if appropriate • Make necessary arrangements for individual pupils including individual risk assessment and additional staffing as necessary. 	<p>Headteacher to monitor</p>	<p>Ongoing</p>	<p>Low</p>

Indirect/remote supervision	Children	Medium	<ul style="list-style-type: none"> • Check location as suitable for this mode of supervision. • Ensure pupils sufficiently briefed and competent (any individual pupils for whom indirect supervision not suitable must be directly supervised). • Clear guidelines and emergency procedures set and understood. • Pupils remain in pairs or groups (buddy system – each responsible for named other). • Rendezvous points and times set. • Pupils know how to contact staff. • Staff understand they are still responsible. • Parents informed and consent given. 	Headteacher to monitor	Ongoing	Low
Staff members' own children	Staff, children	Medium	<ul style="list-style-type: none"> • If staff (teachers' or volunteers') families join group, pupil supervision must not be compromised. This should be considered before staffing is agreed. 	Headteacher to monitor	Ongoing	Low
Walking to location on foot	Staff, children	Medium	<ul style="list-style-type: none"> • Walk on foot planned to avoid fast roads wherever possible. • Supervision on pavements, roads and especially crossing of any fast roads is pre-planned. • Pupils are briefed about hazards and behaviour required. 	Headteacher to monitor	Ongoing	Low
Slip, trips and falls	Staff, children	Medium	<ul style="list-style-type: none"> • Teacher to have medical box and documents with them at all times. • Children to be briefed before the visit. • First Aid equipment to be carried. • Supervision on pavements, roads and especially crossing of any fast roads is pre-planned. • Pupils are briefed about hazards and behaviour required. 	Headteacher to monitor	Ongoing	Low