

KCC Risk Assessment Form – The 5 steps approach

Activity / Operation/ Event: Water Cycle Risk Assessment					Assessment Date: 30/08/17		
Establishment: Lullingstone Country Park					Review Date: 30/08/18		
Step 1 Identify the hazards	Step 2 Who might be harmed & how?	Step 3 What are you already doing?	Risk Rating <small>Trivial/ low / medium / high / stop</small>	Step 4 Is anything further needed?	Step 5 Action & Review		
					Action required	Responsible person	Date completed
Country Park site	Group + Leader	Country Park Site Specific risk assessment completed		Close supervision by visiting staff			
Water	Group + Leader	Water risk assessment completed		Close supervision by visiting staff			
Playing the Water Cycle Game	Group + Leader Slips, trips and falls whilst walking to and playing the game on the grass in the Deer Paddock.	Verbal warning to be careful when walking to the Deer Paddock.	LOW	Close supervision by visiting staff			
Playing the Water Cycle Game	Group + Leader Injuries from bumping into each other, tripping over and getting caught in the ropes on the ground.	Verbal warning to be careful when acting out a water molecule. Warning to be careful around the ropes and to try not to stand on them.	LOW	Close supervision by visiting staff			

Measuring the depth of the water in the River Darent	Group Leader Weils + disease/other illness from ingesting water from the lake	Group asked if they have any open cuts on their hands – if they do they are given tape to cover these. If eczema – gloves to cover hands. Group told not to put hands near mouths after putting hands in or around the lake/water.	MEDIUM	Close supervision by visiting staff. It is the visiting staffs' responsibility to make sure the group behave at all times, particularly when working in close proximity to water.			
Measuring the depth of the water in the River Darent	Group Leader + Slips, trips and falls	Group Leader to warn surfaces may be slippery when it is wet. Life buoy positioned next to platform.	MEDIUM	Close supervision by visiting staff. Visiting staff to ensure that only a couple of group members stand on the platform at any given time and take turns to take readings.			
Measuring rainwater in jugs collected under trees – trees	Group Leader + Branches	Trees are tree inspected each year. Group Leader to make visual	MEDIUM	Close supervision by visiting staff			

	falling onto group causing injuries.	inspection before starting session.					
Measuring rainwater in jugs collected under trees - water	Group + Leader Disease/illness from ingesting water	Group Leader to check water before each session to make sure it is relatively clean rainwater.	LOW	Close supervision by visiting staff			
Measuring the drainage of water through different soil types - soil	Group + Leader Illness from ingesting soil, gravel, sands and clay. Also illness from ingesting dirty water.	Group Leader to ensure that soil is stored correctly.	LOW	Close supervision by visiting staff			
Classroom	Group + Leader Tripping over tables/chairs. Getting hands trapped in doors/windows. Touching heaters.	Group Leader to ensure that all furniture is in good condition and check it regularly. Group Leader to ensure Kitchen area of classroom is locked.	LOW	Close supervision by visiting staff			
Assessor Name(s): Donna Norton				Job Title: Education Ranger			
Signature:				Review Date: 30/08/18			