



HEALTH AND SAFETY PLAN

Requirements. Please complete the following on each education session.

- Go through RAMS H+S for each day of programme as staff
- Understand the complete enclosed plan
- Accident reporting – complete form if an incident occurs and give to Katie (and OB if needed). Ongoing discussion with OB Park Management, Stella and Tom's farm on potential hazards in park

LEAD: KATIE (027-245-8972)

KEEP COPY OF PLAN ON FILE

Education Risk Management Assessment System (RAMS) Template

Site	Orton Bradley Park	Programme	Nature connection Programme	
Date	January	Time	Start 0900 – 1500 Finish	
Number of staff		Number of students		Ratio:
Person in charge		Number of adults		

Students with health issues	Name	Health issue	Students with behaviour issue	Name	Behavioural issue	

Pre activity checklist completed	Parental consent form		On the day check-list	First aid kit		
	Medical records checked			Emergency contacts		
	Documentation completed			Sunscreen/ hats/ thermals/ hat/ raingear		
	Emergency plan in place			Parents numbers		

Childs name	Parents name	Phone number	Emergency name and contact

ENVIRONMENT				
Hazard	Potential Harm	Control	Training required	Who is responsible
Stream/ river/ Ponds	Drowning	Explain to children how to be in the river (slippery stones and depth of water) All children must be under the direct supervision of an adult at all times	Current First Aid	
Fire	Burns to people Damage to environment Various	Constant vigilance while out in the field with children. Adherence to OB no-smoking policy. Fire extinguishers in all Bush Farm vehicles. OB Park emergency contacts readily available. If severe, use whatsapp to contact parents. Regular discussions with Orton Bradley Management. Have their phone number on hand.	In house training in emergency response and use of fire extinguishers.	
Earthquake	Various	Students to meet at designated area, then follow O.B. instructions. If severe, use whatsapp to contact parents.		
Rock Fall	Various	Unsafe areas to be marked on maps and designated no-go zones. New areas of rock fall to be designated. No-Go zones until OB cleared by OB Park staff. On going discussions with OB of potential hazards.		
Plants	Cuts, splinters, infection, bites, allergies, stings,	Identify deadly hemlock, black night shade, onga-onga with children. All educators to carry First Aid Kit. Hand sanitizer to be used.	Current first aid certificate	

		Have known medical history. Parents phone numbers on file.		
Insects	Cuts, splinters, infection, bites, allergies, stings	All educators to carry First Aid Kit. Hand sanitizer to be used. Location of bee-hives to be marked on maps. Be aware of all bee /wasp nests and bee swarms. Have known medical history (with epi-pen) Parents phone numbers on file.		
Trees	Falling out of tree: injuries or breaks, concussion, cuts, bruises, splinters, cuts Broken branches/ limbs	Parents phone numbers on file. Encourage and teach safe climbing (diameter bigger than your thigh, no rocks/ onga-onga under tree, only living branches) All children must be under the direct supervision of an adult all at times. Wind restrictions (beaufort scale) Height limit for climbing First Aid Kit on hand	Current First aid certificate	
Weather	Exposure to sun or cold	Ensure children have outdoor clothing in backpack (thermals top/ bottom, raincoat, rainpants). Refer to welcome pack. Cancel programme when extreme weather (ie/ weather bomb)		
Lack of shade	Sunburn, skin cancer	Sunscreen (recommended SPF50 & waterproof) and hat for Term 1 and 4. No hat, no play. Constant monitoring.		
Dehydration	Thirst, drowsiness, loss of body fluids	Children to bring 1L minimum. Educators to bring 4L of water in.		
Stock: sheep/	Charged by animals (injury or death)	Educator to control the movement in areas where stock present.		

cows		<p>Discuss with farmers (daily) if there will be movement of stock, and where the Bull is.</p> <p>Emphasis on working farm: Respect territory and space of animals.</p> <p>Teaching children the difference between and a bull and a cow.</p> <p>Teaching children how to see if a bull is angry.</p> <p>Educators/ farmers always Know where Bull is. Do not get between cow and calf in spring.</p> <p>Encourage children to keep low and slow. Always stay with educator.</p>		
Storm	Various	<p>Cancel programme if bad weather approaching.</p> <p>If on programme, stay with educator. Follow out.</p>		
Electric fences	Shock/ Elocution	<p>Children to be with an adult/ educator at all times.</p> <p>Adults carry a place-maker. If none available, check if fence is on by using a leaf.</p>		
Agriculture chemicals	Poisoning, burn, respiratory problems, fire hazards, potential for fatality	<p>Ensure no spray or drench equipment left out in area with children.</p> <p>OB park and farm staff to ensure that all chemicals are under lock and key when not in use.</p> <p>OB park to notify Bush Farm School if any areas have recently been sprayed (ie/ roundup) .</p>		

PEOPLE				
Hazard	Potential Harm	Control	Training required	Who is responsible
Injury through Moving vehicles	Injury/ death	Staff to control the movement in area where vehicles/ stock are present.		
Lost child/ separated from group	Injury, death	Educators have a list of all students and are to keep count. A teacher to be at the front and the rear of the group when walking. When at base, fluorescent markings/ rope/ cones. Roll call frequency. Keep group together		
Power tools	Various	Ensure no equipment left out in area with children		
Medical conditions	Allergies, asthma, death	Check student is carrying medication Ensure staff know of any problems.		
Mountain bike riders	Injury/ death	Signage/ fluorescent marking out to alert them that children are about. Educator to stay with kids at all times. Children know where MTB track is		

General public	Various	Educator to control the movement in areas where vehicles/ stock/ MTB present		
Inadequate numbers of adult to supervise	Lost child, injury, death	Ensure a suitable educator/ parent student ratio is met (1: 8) else no programme.		
Insufficient briefing of adult support and students	Clear instruction and demonstration of where to go/ not to go. Following educator at all times.	Adults clear on their supervision role		
Stranger danger	Child abuse	All teachers police vetted All adults and educators to watch out for strangers Teach children to 'yell and tell'.		

EQUIPMENT				
Hazard	Potential Harm	Control	Training required	Who is responsible
Inappropriate clothing, footwear and sun protection	Skin cancer, hypothermia	Ensure group is prepared for all weather conditions e.g. sturdy footwear, warm clothing, and sun protection.		
Loose ropes, strings and wire	Strangling	Ensure group is prepared. Monitor th use of losse ropes/ strings.		
Heavy lifting	Dropping branches, rocks, and other heavy materials / equipment to self / or other participants: injury	Adult with children at all times. Discuss how to move rocks etc. Support children's development of risk management skills and awareness of their surroundings		
Resources, equipment	Personal injury	Ensure group is prepared		
Power lines, tools left out, electric fences	Electrocution	Educator ensure no equipment left out in education session, else fenced off with clear markers		
Children's playground	Various	OB staff checks playground is working well.		
Low ropes	Various	OB written report is available to see.		
Pest traps	Crush injuries, infections,	Show children what they look like, and identify what not to do. Discuss risks with children.		

<p>Emergency Plans (what actions will be taken if an incident occurs)</p>	<ul style="list-style-type: none"> • IN CASE OF EMERGENCY, FOLLOW "DRS ABC", CONTACT 111, AND FOLLOW ORTON BRADLEY SITE EMERGENCY PLAN IF APPLICABLE • Adult helper assigned to take responsibility of other children in the event of an accident or injury • Emergency services notified immediately • First Aid kit to be carried by educators and administered by qualified first aid person
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Severity levels of each one.

Signature	
Date of Approval	
Revision Date	

Approval/ Sign off

EMERGENCY PLAN

Emergency Contact Numbers

1. Emergency 111
2. Orton Bradley (Ian And Dale)
3. Katie Earle 022 023 0627 or 027-245-8972
4. Personal contact of injured person (child/ adult)

First Aid Kit located in katie's bag.

Site First Aider: Katie

Alarm system: Whistle

Assembly point: gate

Other relevant information:

All students will be briefed on safety of Bush Farm School activities on site.

