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| Hub | Southampton City Farm | Activity | Education Visits | Completed by: Rachel Thomson Updated by:  | Date:24.04.2021Date: |
| Note, serious consideration should be given to all activities marked red as to whether they should continue. |
| What are the hazards? | Who might be harmed?  | How? | What are you already doing? | Do you need to do anything else to control this risk? | Action by who/when? | Do you consider this risk as High, Medium, or Low? |
| COVID 19 | Everyone | Being in contact catching/spreading COVID 19 | * Read all the Farms COVID guidelines before visiting and comply to them.
* The farm will be disinfected thoroughly before the visit, and afterwards.
* Masks are to be warn inside the building.
* Keep students within their bubbles.
* Farm Staff and Farm Team to wear Masks during visit
 |  |  | Low |
| Micro-organisms | Everyone | Infection to those exposed, particularly young children and pregnant staff. | * We are a member of the National Association of Farms for Schools (FFS) who endorse the new school trip safety guidelines for educational visits.
* Send the school the Government Code of practice guide booklet with the forms and risk assessments.
* Hand washing signs to be up and handwashing to be spoken of in the H&S talk at the beginning of the day
* Verbal warning to keep hands away from faces whilst at the farm.
* No eating or drinking outside on the farm or in the small animal room.
 | Renew our membership each year. | Staff  | Medium |
| Farm animals | Staff and pupils | Animals biting, nibbling, striking persons in party. | * Ensure exposed cuts/grazes are covered with a waterproof dressing.
* Geese will be kept locked away in their area.
* Children will be instructed on how to feed the animals safely before activity.
* Children will be instructed on how to hold animals before activity.
 |  |  | Medium |
| Farm animals (II)  | Staff and pupils | Allergic reaction to fur, straw, dust or feathers. | * Hands to be washed before and after eating, after any contact with animals and before leaving the farm.
* Medical information including known allergies to be obtained and any medication to be taken with pupil and an emergency plan drawn up should health deteriorate.
 |  |  | Low |
| Farm equipment (I) | Staff and pupils | Contact with machinery or equipment leading to injury, damage or infection. | * All group members to be fully inducted on entering the farm premises so that all persons are aware of what they can and cannot do in an emergency
 |  |  | Low |
| Farm equipment (II) | Staff and pupils | Risk of contact with moving vehicles. | * Group to remain together and follow instructions provided by farm staff. Only authorized areas to be accessed by group.
 |  |  | Low |
| Animal faeces | Staff and pupils | Infection and risk of slipping. | * Tools and equipment not to be touched unless authorized by farm staff and then only following their instruction and supervision. Staff and pupils to be vigilant and be aware of what is going on around them and watch where they walk.
* Site to be checked before session for trip hazards and amended.
 |  |  | Low |
| Break and lunch times (cross contamination) | Staff and pupils | Ill health food consumption | * Make sure all food/drink is eaten in the designated places.
* All rubbish to be placed in black bin bag and tied up.
* Hands are washed thoroughly before eating/drinking
* Choking. Make sure first aider is on site.
* Scolding (hot drink) No children allowed in kitchen area. First aid kit and first aider at hand.
 |  |  | Low |
| Mixed use site | All (including volunteers, visitors staff) | Range of groups with vulnerabilities with potential of unsupported interaction | * To inform all staff to have responsibility for their areas, and people in their care.
 |  |  | Medium |
| Yearly ReviewDate:By: |