


Risk Assessment: Generation Wild school visits

Site, department, work area	WWT Washington Learning Department				
Task being assessed	Generation Wild school visit				
Risk Assessor/s	Joanne Newbury, Learning Manager				
Date of original Assessment	15/04/21	Date of latest Review	27/08/25	Next review due	27/08/26

What is the hazard?	Persons at risk- who might be harmed?	How might people be harmed?	Existing Control Measures	Risk Rating With existing control measures L x S = RR			Is this acceptable? Yes/No	Further Action needed to Control the Risk?	Risk Rating With additional control measures L x S = RR			To be Actioned by (Person & date)
				Likelihood of harm	Severity of harm	Risk rating			Likelihood of harm	Severity of harm	Risk rating	
Moving vehicles in the car park.	All	Collision	*Speed restriction signs- 10mph. *Clear separate pedestrian pathway. *Children at all times to be accompanied by an adult. *Clearly defined parking bays	1	5	5	Yes	No				
Steep slope at entrance	All	Fall	*Handrails installed *Gritted when needed- ice and snow. *Entrance way kept clear of obstacles. *Daily site checks by grounds staff.	1	2	2	Yes	No				
Water-borne & avian diseases, bacteria from animal faeces	Children, teachers, visitors & staff	Zoonotic infection	*WWT staff provide clear hygiene instructions at start of session. *Hand washing signs & facilities around site. *Good adult to child ratios to help with vigilance. *Regular cleaning of surfaces around site.	1	5	5	Yes	No				
Nettles and plants	Children, teachers, visitors & staff	Stings, cuts and scratches	*WWT staff check areas prior to learning sessions. *Duty 1st aiders appointed each day. Good adult: child ratios to help with vigilance.	1	1	1	Yes	No				
Berries and fungi	Children, teachers, visitors & staff	Poisoning from ingestion	*WWT staff provide clear health and safety instructions at start of session. *Hand washing signs and facilities around site. *Good adult: child ratios to help with vigilance.	1	5	5	Yes	No				

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Insects	Children, teachers, visitors and staff	Bites and stings	*WWT staff check teaching areas prior to learning sessions. *Duty 1st aiders appointed each day. *Good adult: child ratios to help with vigilance. *Nests cordoned off/removed in public areas.	1	3	3	Yes	No				
Stings and bites	Children, teachers, visitors & staff	Allergic reaction	*WWT staff check teaching areas prior to learning sessions. *Duty 1st aiders appointed each day. *Good adult: child ratios to help with vigilance.	2	5	10	Yes	No				
Aggressive bird pecking	Children, teachers, visitors & staff	Injury	*WWT staff check teaching areas prior to learning sessions. *Duty 1st aiders appointed each day. *Good adult: child ratios to help with vigilance. *WWT staff notify Living collections of problem birds.	1	1	1	Yes	No				
Uneven surfaces	Children, teachers, visitors & staff	Slips, trips	*Anti-slip treatment applied to boardwalks. *WWT staff check areas prior to learning sessions. *Duty 1st aiders appointed each day. *Good adult: child ratios to help with vigilance.	3	2	6	Yes	No				
Litter and debris	Children, teachers, visitors & staff	Cuts, scratches	*Daily litter picking and site checks. *WWT staff check areas prior to learning sessions. *Duty 1st aiders appointed each day. *Good adult: child ratios to help with vigilance.	1	1	1	Yes	No				
Moving vehicles or machinery/ equipment	Children, teachers, visitors & staff	Injury from contact	*Health and safety guidelines adhered to for operating vehicles and machinery. *Learning staff check areas prior to learning sessions. *Duty 1st aiders appointed each day. *Good adult to child ratios to help with vigilance.	1	5	5	Yes	No				

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Water	Children, adults	Drowning (falling into ponds whilst walking around site) Hypothermia. Cold water shock. Secondary drowning(water inhalation) zoonosis	*Clear verbal H&S advice given at start of visit. *Duty 1st aider appointed each day. *Adult: child ratio help with vigilance. *Water bodies designed and managed to give a clear water's edge/delineation. Water bodies risk assessed *Wearing of suitable footwear by all.	1	5	5	Yes	No				
Equipment	Children, adults	Cuts, bruising due to incorrect use	*Learning staff check areas and equipment prior to learning sessions. *Clear verbal instruction/practical demonstration given by WWT staff before individuals use equipment. *Duty 1st aiders appointed each day. *Good adult: child ratios to help with vigilance.	1	2	2	Yes	No				

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Hides	Children, teachers & staff	Slipping/ tripping on steep steps, slipping off high benches, trapping fingers in windows, bumping heads on window ledges	*Clear verbal Health & Safety advice given at start of visit. *Duty 1st aider appointed each day. *Adult: child ratio help with vigilance. *Hides checked regularly	2	2	4	Yes	No				
Hot and cold weather	Children, teachers, visitors & staff	Sunburn, heatstroke, dehydration hypothermia	*Clear advice given to teachers prior to visit regarding appropriate clothing/equipment. *More suitable location used if necessary. *Shelter provided for lunch breaks. *Duty 1st aiders appointed each day. *Paths gritted if necessary. *Good adult: child ratios to help with vigilance.	2	1	2	Yes	No				
Ice and/or snow	Children, teachers, visitors & staff	Slip/fall	*Daily site checks by grounds staff. *Paths gritted if necessary. *Health and safety talk by WWT staff. *Good adult: child ratios to help with vigilance.	2	2	4	Yes	No				
Hand sanitiser	Children, teachers, visitors & staff	Irritation, allergic reaction, spray into eyes	*Individuals with sensitive skin advised to use soap and water. *Dispensers at suitable height. *Adult supervision during use	1	1	1	Yes	No				

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Using play area	Children, teachers, visitors and staff	Falls, cuts, other injuries from play equipment	*Playpark checked every day by staff. *Annual safety inspection by a suitable company. *Areas cleaned and litter picked daily. *Duty 1st aider always available. *Adult helpers and staff to encourage safe play.	3	3	9	Yes	No				
Child or adults at risk becoming separated from guardians	Children, adults at risk	Trauma, injury	*WWT staff provide clear instructions at start of session re staying together. *Teaching staff and helper vigilance. *Good adult: child ratios to help with vigilance. *WWT's Lost child procedure implemented if necessary.	2	2	4	Yes	No				
Safeguarding risks	Children, adults at risk	Inappropriate behaviour, abuse, kidnapping	*WWT safeguarding policy, reporting system and guidance in place and training provided to all WWT staff and volunteers * If a copy of the policy is needed or education staff have any questions prior to the visit, please do not hesitate to ask your WWT contact. They can also ask the WWT safeguarding lead to contact you if necessary. *Learning staff all have enhanced DBS clearance *Vigilance of all staff and volunteers (radios) *Photography not allowed of areas/activities when children participating, unless consent has been given *Good adult: child ratios to help with vigilance. WWT's Lost child procedure implemented if necessary.	1	5	5	Yes	No				
Fire	Children, teachers, visitors & staff	Burns, smoke inhalation	*In case of fire, WWT staff will lead evacuation procedure. *Teachers to be aware of signage and follow instructions.	1	5	5	Yes	No				

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Use of giant nest	Visitors, staff, volunteers	Falling from nest Tripping on entrance / exit Injury on protruding sticks / materials	<ul style="list-style-type: none"> * Nest securely anchored into appropriate ground, using carefully chosen materials and appropriate load testing carried out * No fall from height risk identified due to design. Nest located so that it is surrounded by soft ground * Steel frame is coated and painted to protect against rust damage and the steel frame is protected by coppice * Step in place, clearly visible and safe entry and exit carefully considered in the design of the nest * Regular checks of condition of nest and surrounding area carried out to ensure e.g. no protruding sticks, no development of impacted ground that would cause a trip risk * The sides, back and front of the nest are covered by coppice wood and/or wooden board to fill any gaps to reduce entrapment risk. The base of the nest is covered by coppice with a minimal gap between bottom of nest & the ground 	3	2	6	Yes	No				
Use of audio devices	Visitors, staff, volunteers	Electric shock, collision resulting from inattention of surrounding environment	<ul style="list-style-type: none"> * Audio device casing is waterproof and the electronic components are securely fastened inside. Power output is very low * Users warned not to walk around whilst audio is playing * Devices regularly checked for signs of damage * Translators are checked in and out by visitor services staff and families are encouraged to let a member of staff know if they lose or damage the translatorphone they've borrowed 	2	2	4	Yes	No				

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Use of listening post	Visitors, staff, volunteers	Collision resulting in injury	<ul style="list-style-type: none"> * The posts are set back from main path with the tops angled away from the path, so people can pass freely without risk of banging into it. * The posts have rounded wooden edges to eliminate any sharp corners. * The metal interp. panel is inset and are brightly coloured so easy to see. * The post height is similar to the height of an average table, allowing for most adults and children over 5 to read it, and ensuring they are accessible to visitors in wheelchairs too. * Listening posts installed securely 	2	2	4	Yes	No				
Blindfolded / eyes closed activities	Visitors, staff, volunteers	Trips, collisions, cuts, bruises, abrasions, breaks	<ul style="list-style-type: none"> * Person blindfolded or with eyes closed should always be guided by someone if moving * Location of activities chosen to minimise surrounding obstacles and people * For tree activity, participants reminded to be aware of any protruding branches that may pose a danger. 	3	2	6	Yes	No				
Activity using stones	Visitors, staff, volunteers	Injury due to throwing Choking hazard	<ul style="list-style-type: none"> * Children asked to place stones carefully and not to throw them. * Children reminded not to put stones in their mouth * Each group of children will have supporting adult during the relevant activity 	2	3	6	Yes	No				

WWT RISK SCORING MATRIX

Consequence of Accident/Incident			Likelihood of Accident/Incident occurring					
				Extremely Unlikely	Unlikely	Possible	Very Likely	Almost Certain
Equip/Property	Injury	Disease		1	2	3	4	5
Insignificant Damage, no rework	Insignificant No lost time	Insignificant Not applicable	1	1	2	3	4	5
Minor Damage requiring rework < 2 hrs	Minor Injury with up to 3/7 days lost time	Minor Non – Disabling	2	2	4	6	8	10
Moderate Damage requiring rework> 2hrs	Moderate Over 7 days lost time	Moderate Disabling, but fit for normal duties	3	3	6	9	12	15
Major Damage requiring rework > 8hrs	Major Long term absence	Major Disabling, Unfit for normal duties	4	4	8	12	16	20
Catastrophic Scrap of Eqpt/ plant	Catastrophic Death	Catastrophic Death attributable to disease	5	5	10	15	20	25

Emergency information

Location of nearest phone	Centre Building 0191 4165454. All staff carry radios.
Local hospitals (emergency and non-emergency)	Emergency – Sunderland Royal Hospital, Kayll Road, Sunderland. SR4 7TP Non emergency - Contact your own GP, or telephone 111 and use the GP out of hours service for next steps advice.
Access points for emergency services	Building - entrance through the main car park, down the ramp to the staff car park and main entrance. West of site -Entrance through the gate down the track at the back of the overflow carpark. East of site - entrance through the top gate, down the cycle path."