



Risk Matrix	Slightly Harmful	Harmful	Extremely Harmful
Unlikely	Low	Low	Medium
Likely	Low	Medium	High
Highly likely	Medium	High	High

Risk Assessment – Night Walk Reserve

Produced by:	Emma Birkinshaw	Date of Issue:	16/6/23	Review Date:	1/9/24
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Operating Notes:

- Supervision ratio is 1 instructor & 1 trained volunteer to 1 group of 15 children plus 1 additional instructor nearby.
- Instructor to be trained to in-house syllabus. Refresher training as directed by session observations.
- This risk assessment considers access to the nature reserve at night, during adverse weather and the welfare of the group whilst they are there during sessions.

Risk – Benefit Statement: Exploring the nature reserve at night with your senses enhances wellbeing, learning and makes lasting memories. Significant benefits to being in a woodland environment and experiencing different weather across all the seasons. Children managing own risks in the woodland. Learning about all the different flora and fauna that can be found on the reserve. Children are being physical active (healthy outdoor exercise).

Hazard Description and activities giving rise to risk	Who may be harmed	Control measures	Risk Rating	Responsibility
Public & dogs – stranger danger and potential dog bites. Animal faeces (dogs and other animals) – causing illness)	All	<ul style="list-style-type: none"> • All participants are required to wear yellow high visibility jackets at all times and head torches. • Instructor leads the way & participants walk behind, with another adult at end of line • Pupils told not to stroke dogs; we stand still & wait for owner to put dog on lead. • Participants told to stay with the group and not wander off to talk to members of the public. Reminded of Stranger Danger. • Pre-visit check and continuous monitoring. • Remove and dispose of any faeces from pathways safely. 	Low	All adults at the session.
Trip Hazards: <ul style="list-style-type: none"> - Uneven ground - Wet slippery surface - Muddy ground - Icy ground 	All	<ul style="list-style-type: none"> • Verbal/visual instruction to walk carefully and look where they are walking. • Wear appropriate footwear. • Mark off areas if necessary. • Remove obvious trip hazards on pre-visit site check if possible. • Running only permitted in flat clear grassed areas. 	Low	Leader prior to & during visit Centre manager Mosaic Trust volunteers
Fencing perimeter/Boundaries <ul style="list-style-type: none"> - children wandering off 	Participants	<ul style="list-style-type: none"> • Ensure the gates are closed when in centre grounds. • Inform children of boundaries, staff supervise boundaries when in 	Medium	All adults at the session.

too far & getting lost		<p>woodland site.</p> <ul style="list-style-type: none"> • Staff to be aware of members of the public walking around the reserve. • Check that the fences around centre grounds are intact and safe especially after stormy weather – replace as necessary. 		Centre manager
Lost, missing or absconding participant – disorientation, abduction, distress	Participants	<ul style="list-style-type: none"> • All participants are required to wear yellow high visibility jackets at all times and head torches. • Supervision rates established and maintained. (Leader at front and another adult at back of group) • Regular head counts. • Safety talk given prior to leaving centre. • Site boundary activities regularly reinforced. • Signal (whistle) established for group to re-join in the safe assembling area at centre or at base in forest school site. • Lost or missing child procedure followed (see Handbook for details) 	Medium	Lead Instructor with help of other adults.
Medical conditions - Asthma, diabetes, epilepsy, allergic reactions...	All	<ul style="list-style-type: none"> • Find out about any known conditions before the session (booking form) • Check participants have any medical equipment they need upon arrival to the session and that they know how to use it. • Instructor has an up to date outdoor first aid qualification. 	Medium	Lead Instructor to carry any medical equipment.
Brambles, prickly or thorny plants and stinging nettles.	Participants	<ul style="list-style-type: none"> • Make participants aware of nettles and other weeds. • Keep central play area clear of nettles and weeds. • All participants to wear long trousers & long sleeves. 		Leader prior to visit and all on visit.
Insect bites & stings (bees, wasps, mosquitos, ticks)	All	<ul style="list-style-type: none"> • Leader to check area for nests – particularly the willow as wasps are attracted to it in June/July. • Avoid contact with bees/wasps. • Leader with Outdoor First Aid always present (& Epi pen if prescribed for any of the participants) • Call 999 if anaphylactic reaction to sting. • Participants to wear long trousers. • Parents reminded to check for ticks after visit. 	Medium	<p>Leader prior to visit and all on visit</p> <p>Guidance for parents re ticks in communications.</p>
Crossing the Haul road on the reserve (Frequently used by sand lorries & heavy pant machinery going to and from Hanson Quarry) – road accident leading to serious	All	<ul style="list-style-type: none"> • Haul road not in use at night but Instructors will still stop pupils at a safe distance before the road. • Listen and look for vehicles and escort pupils across whilst standing in the middle of the road. Use other adults to escort participants across the road. • All participants are required to wear yellow high visibility jackets at all 	Medium	Lead Instructor to give everyone clear instructions for crossing the road.

injuries.		<p>times Instructors will use the safe crossing places.</p> <ul style="list-style-type: none"> Although traffic is infrequent on this road it is big and in dry weather creates a cloud of dust so stand well back from any traffic. 		
<p>Fruits, berries & other seeds on flora, including nuts.</p> <p>Fungi</p> <p>Nuts (hazelnuts, acorns & chestnuts) – risk of being poisoned.</p>	Participants	<ul style="list-style-type: none"> Inform children not to pick and eat any berries without an adult present. Remind children not to put anything in mouths. Wash hands carefully before eating. Remind all participants to “Look, don’t touch” at any fungi, toadstools, or mushrooms. Be aware of children with allergies. Check anyone with severe allergies has their epi-pen and is able to administer it. 	Medium	All adults at the session.
Harmful litter (metal, glass, hypodermic needles)	All	<ul style="list-style-type: none"> Pre-visit check and continuous monitoring. Participants not to pick up rubbish but inform a member of staff if they see something hazardous. Remove and dispose of any litter safely. Hands washed prior to eating or drinking. 	Low	<p>Leader prior to & during visit.</p> <p>Centre manager</p> <p>Mosaic Trust volunteers</p>
<p>Hygiene issues</p> <ul style="list-style-type: none"> Disease, germs, illness, sickness 	All	<ul style="list-style-type: none"> Toileting procedure for site to be followed and bag of hygiene equipment available for participants. Hands to be wiped and cleaned prior to eating and drinking including anti-bacterial wipes or wash. Food hygiene procedure to be followed prior to preparation of food or camp fire foods. 	Low	All adults at the session.
Exposure to the elements – sun, rain, wind, snow, ice	All	<ul style="list-style-type: none"> Make sure that children are wearing appropriate clothing. (Kit list sent out to all parents). Use tarpaulins for shelter. In extreme cases work indoors and have alternative activities plan. (See weather & general welfare risk assessment for more details) No fires built in hot/dry weather. No items used that can cause fire such as magnifying glass. 	Medium	All adults at the session to monitor participants.
<p>Low branches causing eye/head injuries.</p> <p>Structural damage to trees</p>	All	<ul style="list-style-type: none"> Point out location of low branches. Remove any low branches that are hanging down over pathways/access points. If area’s unsafe, inform the Mosaic Trust Chairperson and walk around any damaged trees at a safe distance. Change route of walk if necessary. 	Medium	<p>Leader prior to visit and all on visit</p> <p>Centre manager</p> <p>Mosaic Trust volunteers</p>
Collecting natural materials – risk of picking poisonous	All	<ul style="list-style-type: none"> Leader to give a safety talk before the walk begins to inform children of potential harmful materials. 	Low	All adults at the session.

<p>plants, touching faeces, cuts from sharp objects.</p> <p>Sticks and stones – could lead to injury is thrown around.</p>		<ul style="list-style-type: none"> • Participants to check with an adult before they touch/pick anything up. • Gloves could be worn if needed. • Welfare bag available with baby wipes and anti-bacterial gel to wash hands if needed. • Participants told that throwing sticks and stones is not permitted. • Participants may pick up sticks shorter than their arm & carry pointed down. • Stones can be dropped but children must check what is underneath before dropping them. 		
<p>Carrying & transporting materials</p>	<p>All</p>	<ul style="list-style-type: none"> • All staff and participants are encouraged to lift objects safely by keeping a straight back and bending their knees, but also any heavier items to either drag, roll, and pull items using rope or hands. • Teamwork is encouraged. 	<p>Low</p>	<p>All adults at the session.</p>
<p>Walking at night</p> <ul style="list-style-type: none"> - Risk of walking into trees/branches - Tripping on floor covering - Panic attacks 	<p>Participants</p>	<ul style="list-style-type: none"> • Brief participants about walking slowly, one foot at a time. • Ensure participants are lead between areas • Blow a whistle for everyone to stop. • Remove sharp branches at a height where they might cause harm. • Ensure ground is checked for potential trip hazards. • Reassure participant and encourage them to give activity a go. • If activity is causing distress, then modify activity for participant. 	<p>Medium</p> <p>Medium</p> <p>Low</p>	<p>Leader prior to session starting.</p> <p>All adults at the session.</p>