



Lock Lane, Sandling, Maidstone, Kent, ME14 3AU

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Risk Assessment for Schools and Pre-Schools

Potential Hazard	Who is at risk?	Existing Controls	Further Action Required
General	Pupils and visitors	Teachers and group adults are responsible for the care of pupils at all times.	Kent Life staff are facilitators only. Accompanying adults to be made aware of their responsibilities.
Car Park	Pupils and staff	Private car park. No Public road to cross. Groups met by staff.	Head counts. Designate group leaders. Instruction to stay with groups.
Water	Staff, pupils and visitors	Pond fenced off.	Supervision to ensure fence is not crossed.
Trip and Slip	Staff, pupils and visitors	Staff must instruct students not to engage in horseplay during visit.	Suitable footwear should be worn. Adults should encourage sensible and calm behaviour.
Lost Persons	Pupils and visitors	Staff must remain with groups at all times. Radio communications on site at all times.	Conduct regular head counts. Instruct students to stay with group. Stay in pairs and never wander off alone. Suggested meeting point is at the Tearooms.
Illness and Injury	Staff, pupils and visitors	Trained First Aiders on site. Radio communication on site. Supply of drinking water.	Pupils to bring water bottle and hats if sunny. Alert staff if you have students or members of your group with special needs.
Vehicles operating on site	Staff, pupils and visitors	Speed ramp at entrance. 5mph speed limit. Delivery vehicles escorted through site by staff.	Instruct pupils to be vigilant when walking on or crossing the roads.
Animals on site	Pupils and visitors	Hand washing facilities in Farmyard, Tearooms and all toilets.	Staff to ensure that hand washing takes place after animal contact and before eating.
Weather	Pupils and visitors	Kent Life is an outdoor site. Visitors should bring suitable outdoor clothing.	Teachers to inform pupils in advance of the trip to wear suitable clothing.
Workshops and Demonstrations	Pupils and visitors	All staff and outsourced staff are aware of our health and safety issues.	Pupils must be accompanied at all times by their nominated adults.
Tractor Ride	Pupils and visitors	Trained tractor drivers. Safety brief before ride. Main route away from main pathways. Tractor and route well maintained.	Pupils must be accompanied by nominated adults. Instruct pupils to remain behind the barrier at meeting point prior to tractor ride.
Boat Trip	Pupils and visitors	Boat operator has a separate risk assessment available on request.	Pupils must be accompanied at all times by their nominated adults.

First Aid boxes are located in Kent Life's Offices, Play Barn, Admissions, Shop, Workshop, Farmyard and Tearooms.

Nearest Accident and Emergency Department:
Maidstone Hospital, Hermitage Lane, Maidstone, Kent, ME16 9QQ.
Telephone: 01622 729000.

