

School NAME

RISK ASSESSMENT for Battlefields Visit - France and Belgium

Group Leader:

Department: Humanities

Date of Visit

Other Staff:

Group Size:

Year Group (s)

Activity/ Process/ Operation	What are the hazards to Health and Safety?	What risks do they pose and to whom?	Risk Level H/M/L	What precautions have been taken to reduce the risk?	Risk Level Achieved H/M/L	What further action is needed to reduce the risk?
Sleeping arrange- ments	<ul style="list-style-type: none"> Sexual relationships 	<ul style="list-style-type: none"> Accusations of abuse / rape / general inappropriate conduct 	M	<ul style="list-style-type: none"> Segregation of sexes in the dormitories / rooms Supervision by Staff members to ensure the children are in correct rooms Bunk beds are checked to ensure they are fixed / secure / stable etc. Pupils are encouraged and advised against using the bunk beds as a piece of "play equipment" 	L	<ul style="list-style-type: none"> If disabled persons are attending, then checks should be made to ensure there is access to bedrooms, with adaptations if needed (e.g. wall bars / hoists etc). Staff to brief students on the consequences of their behaviour
			M		L	
	<ul style="list-style-type: none"> Bunk beds 	<ul style="list-style-type: none"> Injury due to falling from top bunks 	M		L	
			M		L	

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Sleeping arrange- ments continued	<ul style="list-style-type: none"> Groups moving about at night to meet with other party members Persons leaving the site without consent 	<ul style="list-style-type: none"> All manner of risks such as those previously mentioned Persons not able to be accounted for in an emergency Risk of assault if walking off site on their own 	M	<ul style="list-style-type: none"> Adequate supervision during the night for girl and boy dormitories 	L	<ul style="list-style-type: none"> Professional medical attention to be sought if medical conditions persist or following an incident involving electric shock Medical information to be obtained prior to persons staying on a residential stay Accidents & incidents to be reported and recorded as required Persons on residential stay to be notified to report any trespassers immediately to a member of staff 	
	<ul style="list-style-type: none"> Overnight illness 	<ul style="list-style-type: none"> Deterioration of health 	M	<ul style="list-style-type: none"> Staff to be 'on call' overnight for all emergency situations 	L		
	<ul style="list-style-type: none"> Trespassers on site (day/night) 	<ul style="list-style-type: none"> Risk of theft, assault, abduction, criminal damage to property 	M	<ul style="list-style-type: none"> Contingency plan to be in place to deal with any trespassers on site to include emergency contact numbers such as local police or security 	L		
	Use of Power supply	<ul style="list-style-type: none"> Use of electrical equipment – Plugs for hair dryers / straighteners 	<ul style="list-style-type: none"> Electric shock Electrocution Burns 	M	<ul style="list-style-type: none"> Information provided on use of each item of equipment to be assessed prior to use Pupils are supervised when using any electrical equipment and are shown how to use it safely before they use it Equipment is visually inspected before each use and any defects are reported and the equipment is taken out of use 		L

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Storage and adminis- tering of medication	<ul style="list-style-type: none"> • Prescribed medications 	<ul style="list-style-type: none"> • Cuts • Overdosing • Choking • Allergic reaction 	<p style="text-align: center;">M</p> <p style="text-align: center;">M</p> <p style="text-align: center;">H</p>	<ul style="list-style-type: none"> • Medication is stored in a medication cabinet / locker. • Each medication container is clearly labelled with instructions for dosage / times / name / expiry date etc. • If person cannot self-administer then a Staff member has been trained in the administration of prescribed medications 	<p style="text-align: center;">L</p> <p style="text-align: center;">L</p> <p style="text-align: center;">L</p>	<ul style="list-style-type: none"> • Knowledge of any special food requirements or allergies to be obtained prior to the visit • If reactions take place to the medication, then the emergency services are contacted or person is taken to hospital • Staff members should be aware of any contra-indications that may occur from the medication.

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Walking / treking & staying in hostel / centre	<ul style="list-style-type: none"> Unknown animals and pets. 	<ul style="list-style-type: none"> Bites Scratches 	M	<ul style="list-style-type: none"> Where animals are likely to be met, then pupils are adequately supervised Staff and pupils to treat animals with caution and informed to stay clear if the animals are fighting 	L	<ul style="list-style-type: none"> If regularly bothered by stray / unknown animals, then the appropriate agency is called for assistance
Staying at unknown location	<ul style="list-style-type: none"> Not knowing the procedure for emergencies (including fire, first aid etc.) 	<ul style="list-style-type: none"> Persons panic in case of emergency and do not evacuate the building correctly In first aid emergency, the whereabouts of the first aid box is not known and the reporting procedure is not adhered to 	H	<ul style="list-style-type: none"> Before visit, checks are made to ensure the building does have emergency procedures and adequate first aid facilities on site 	L	<ul style="list-style-type: none"> If no first aid arrangements are made for the site, then Staff members should make
			H	<ul style="list-style-type: none"> On arrival the group make themselves aware of the fire procedure, including how and where to exit the building 	L	<ul style="list-style-type: none"> arrangements before they depart to ensure adequate competence and provision of first aid equipment Persons with special needs on a residential visit to be subject to a separate risk assessment

NOTES: Clothing – Before students leave accommodation staff should check that students are dressed appropriately for the weather. Layered clothing, waterproof, suitable walking boots or trainers are needed.