

## Blakeney Point Risk Assessment

## Holt Hall Field Studies Centre

Hazard	How To Manage It - What procedures will be in place (controlled measures)
Accident, or incident afloat.	<ul style="list-style-type: none"> <li>• Ensure boat has full complement of crew and has the correct maximum number of passengers as per licence displayed on the boat</li> <li>• All young people must wear a buoyancy aid</li> <li>• Young people and staff listen to safety briefing and follow all instructions given by the crew</li> </ul>
Traffic, fishing and boating equipment at Morston Quay	<ul style="list-style-type: none"> <li>• Staff must give clear instructions and warnings to young people who should be organised into groups with an adult and escorted to jetty.</li> <li>• First Aid kit available</li> </ul>
Jetties, slippery surfaces, Boarding, drowning	<ul style="list-style-type: none"> <li>• Young people should be advised to stay off jetties until called forward</li> <li>• Young people should board in single file assisted by crew, centre and school staff</li> <li>• Young people fitted with buoyancy aids before heading from minibus to jetty</li> <li>• Blanket kept in minibus in case of immersion</li> </ul>
Extreme weather, cold or sun/heat injury	<ul style="list-style-type: none"> <li>• Seasonal (usually April – October) activity, considerations of forecast, suitable clothing and equipment</li> <li>• See general risk assessment</li> </ul>
Separation from group, getting lost on point	<ul style="list-style-type: none"> <li>• Close supervision and frequent head counts</li> <li>• In the event of a lost child follow the centre's lost children procedure</li> <li>• Group leaders carry whistles in order to recall their group if necessary</li> <li>• Group leaders to wear luminous jackets.</li> <li>• Young people not to use the public toilets on the point until they have been checked by an adult who should then wait outside</li> <li>• Overall leader remains in touch with all groups and can recall effectively.</li> <li>• Young people prepared (See Section 3.4 EVJ doc) and informed of hazards, appropriate behaviour etc.</li> <li>• Group leaders are fully informed and clear on their roles and responsibilities.</li> </ul>
Marram Grass	<ul style="list-style-type: none"> <li>• Young people should be warned that marram grass has sharp points on the leaf tips which can pierce skin and eyes and cause deep cuts. Care must be taken when moving through dunes</li> </ul>

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Sea, waves, tides, rip tides, shelving beaches, underwater hazards, exit routes cut off by tides or high seas etc.	<ul style="list-style-type: none"><li>• Young people must not go into the sea</li><li>• Activity leader must carry a throw line</li><li>• Weather forecast obtained and leader makes decision whether or not to proceed or adapt activity on basis of weather forecast and state of sea (poor visibility, strong winds or rough seas for example).</li><li>• Alternative activity planned in case of adverse weather conditions</li><li>• Activity leader must carry a mobile phone in case of emergency</li><li>• Activity leader must be carrying a copy of the group's nominal roll.</li></ul>
Minibus travel	<ul style="list-style-type: none"><li>• See general risk assessment</li></ul>

### Reference to Generic Risk Assessments/Polices and Operation Procedures:

Centre lost children procedure

General Risk Assessment – Holt Hall Field Studies Centre (available via our website [www.holthall.norfolkedunet.gov.uk](http://www.holthall.norfolkedunet.gov.uk))

Educational Visits and Journeys, Procedures and Guidance, Norfolk County Council 2004 (updated 2008). A copy of this document is available at [www.schools.norfolk.gov.uk](http://www.schools.norfolk.gov.uk). Navigate to Educational Visits and Journeys from A-Z menu.

Group Safety at Water Margins (Educational Visits and Journeys – Appendix 5 or available at <http://www.teachernet.gov.uk/docbank/index.cfm?id=3820>)

Quality Safety & Sustainability, NAFSO (Copy held by Holt Hall Field Studies Centre)

### Alternative Plans:

#### Review:

Ongoing/Dynamic Risk Assessments undertaken during visit

Assessment made by \_\_\_\_\_

Signed \_\_\_\_\_

Date Reviewed:

Reviewed by S Woodhouse

Date: 31.08.06

Reviewed by J Mumford Smith

Date: 13.02.08

Reviewed by S Woodhouse

Date: 27.02.08

Reviewed by S Woodhouse

Date: 21.01.11