

Surfers' Paradise/Coastal processes

Visit to: Weybourne, Cley, Salthouse	Group Size: Up to 40 pupils	Age: KS2
Leader: Holt Hall Teaching Staff		

Hazard	How To Manage It - What procedures will be in place (controlled measures)
Drowning or being swept out to sea	<ul style="list-style-type: none"> • Ensure appropriate ratios of staff: students (see Educational Visits and Journeys folder). • Tide times and approximate heights must be known. • Weather conditions must be taken into account especially in relation to tide and wave height. • Young people may not go to the seaward side of the shingle ridge until instructed to do so. • The young people must not go into the sea. • The leader must have a whistle and the young people must always be close enough to hear it and be alerted to the leader's instructions. • The leader must conduct frequent head counts. • The leader must have an overview of all the young people at all times. • Young people must be told how close to the sea they may go. There are usually storm ridges in the shingle, which act as convenient lines along the beach that the young people can recognise
Cliff fall	<ul style="list-style-type: none"> • Hard hats must be worn if young people are studying the cliff to the east of the car park at Weybourne
Litter danger	<ul style="list-style-type: none"> • No litter may be picked up or handled under any circumstances as dangerous chemicals and sharp objects such as syringes can be present. • 2nd World War artefacts such as land mines and shells have been found on North Norfolk beaches. Young people must not touch any suspicious object but must alert a member of staff immediately. If anything suspicious is found you should leave the beach and contact the emergency services.
Ranging poles	<ul style="list-style-type: none"> • Do not use ranging poles as high jump poles or put any weight on them as they will bend or break. • Ranging poles must be carried vertically with the point downwards. • Do not run or jump when carrying a ranging pole.
Hypothermia, heat exhaustion, heat stroke and sunburn	<ul style="list-style-type: none"> • See general risk assessment
Minibus travel	<ul style="list-style-type: none"> • See general risk assessment

Surfers' Paradise/Coastal processes

Being hit by a car

- Young people instructed to stay close to the minibus after alighting and await further instructions

Reference to Generic Risk Assessments/Polices and Operation Procedures:

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

Centre lost children procedure

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. 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: 27.11.07

Reviewed by S Woodhouse

Date: 21.02.08

Reviewed by S Woodhouse

Date: 26.01.11