

# Site Hazard Card

## Hall Field Study Centre

### Outdoor Playtime Games

#### Location

Holt Hall Estate

#### Risks

The following risks are applicable to anyone taking part in these activities.

- Problems due to inadequate supervision.
- Problems due to students getting lost.
- Problems with communication if students are out in the estate.
- Falling into hole on island, out of tree, or from ropes course.
- Allergic reaction to bites, stings or nuts.
- Poisoning by plants.
- Injuries from improper use of equipment.
- Medical issues including asthma and diabetes.

#### Safety Measures

- Students must stay on the lawns around the hall at playtimes.
- Staff: student ratio must be at least 1:6+1 for year 3 and 1:15+1 for years 4-6, not including Holt Hall Staff but wherever possible use a ratio of 1:10+1 for years 4-6. Staff: student ratio must be 1:15+1 for years 7-13.
- Students must know where to find a member of their group's staff.
- If the students are under 16 at least one member of visiting staff should be outside with the students.
- Equipment must only be lent to students by members of their own staff so that visiting staff are always aware of where their students are. Holt Hall staff should not lend out equipment.
- Students may not go into the woods at playtime unless they are accompanied by members of staff.
- Students may not go near the lakes at playtimes unless accompanied by members of staff.
- Students may not climb trees.
- Students under 16 must be supervised on the ropes course and the pitch and put course.
- The tennis court and ropes course may not be used if they are wet or icy. Visiting staff must check the condition of the tennis court before lending out equipment and may not take students to the ropes course if it is wet or icy.
- If any child is allergic to nuts or insect bites or stings please ensure that Holt Hall staff are made aware of this so that precautions can be taken.
- Some plants on the estate are poisonous. Children may not eat any part of any plant from the estate.
- Staff must ensure that asthma inhalers and food are accessible to those who may need them.
- All equipment must be returned to the staff room at the end of playtime.

## **Emergency numbers**

- Ambulance, Police: 999
- Cromer Hospital: 01263 513571
- Holt Surgery: 01263 712461
- Holt Hall: 01263 713117

## **Telephone locations in an emergency**

- Holt Hall administration office