

## River Glaven/River Explorers Risk Assessment

<b>Visit to: Holt Hall and the River Glaven</b>	<b>Group Size: 36 students (max)</b>	<b>Age: KS2/KS3/KS4/A level</b>
<b>Leader: Holt Hall Teaching Staff</b>	<b>Learning Intention: To investigate how a river changes as it travels downstream.</b>	

<b>Hazard</b>	<b>How To Manage It</b> - What procedures will be in place (controlled measures)
Drowning/being swept downstream	<ul style="list-style-type: none"> <li>• Ensure appropriate ratios of staff: students (see Educational Visits and Journeys folder).</li> <li>• A throw line must be available in case of emergencies.</li> <li>• Young people may not work in the river if the water is over their wellies or flowing fast. The river is checked in advance following periods of heavy rainfall by a member of the Holt Hall teaching staff. If it is considered unsafe an alternative activity may be undertaken.</li> <li>• At Home Farm fieldwork site, young people may only get into the water at the ford, and only after checking the depth and speed of the water. The water at the bridge is too deep (1m) and the current and speed and the flume and flume-pool are too strong.</li> <li>• Young people are not allowed in the sea.</li> </ul>
Weil's Disease and other water-borne ailments and Lyme disease	<ul style="list-style-type: none"> <li>• All young people must wear wellies when going in the river. They must not be allowed to splash each other and must behave sensibly at all times.</li> <li>• Young people entering the river should cover any open wounds with a waterproof plaster. If it is not possible to cover an open wound, the young person must not be allowed to come into contact with water.</li> <li>• Young people with severe cases of eczema must not be allowed to come into contact with river water.</li> <li>• Young people must not eat or drink when working in or close to the river.</li> <li>• All young people must wash their hands thoroughly with soap and water at the end of this activity.</li> <li>• In the event of a young person developing flu-like symptoms after coming into contact with river water parents/teachers should inform the appropriate authorities of the nature of the activities carried out.</li> <li>• The Home Farm fieldwork site is often grazed. Young people must be made aware of the possibility of acquiring a tick. If a young person gets a tick it should be removed at Holt Medical Practice. The group leader needs to be aware of the symptoms of Lyme disease in case these develop when the young person returns to school (see general risk assessment for symptoms).</li> </ul>
Hypothermia, heat exhaustion, heat stroke and sunburn	<ul style="list-style-type: none"> <li>• See general risk assessment</li> </ul>

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Injuries from slipping over	<ul style="list-style-type: none"><li>• No young person may move quickly or without due care in the river.</li><li>• The leader must carry a first aid kit.</li><li>• At Selbrigg pond a member of staff must help the young people into the river to reduce the risk of slipping down the bank.</li><li>• Letheringsett Ford concrete slipway is often particularly slippery and young people and visiting staff should be warned before they go near the river.</li></ul>
Injuries as a result of improper use of equipment	<ul style="list-style-type: none"><li>• Young people must walk when carrying equipment.</li><li>• Metre sticks must be carried vertically.</li><li>• Range poles must be carried vertically with the point downwards and young people should be told not to put weight on the range pole as it will bend or break.</li></ul>
Grazing animals	<ul style="list-style-type: none"><li>• Students must behave sensibly so as not to worry the animals.</li><li>• Sheep or cattle wishing to cross the river should be allowed to do so.</li><li>• Ensure that animals are never trapped by students or equipment</li><li>• Extra care must be taken in the lambing season and when there are cows with calves.</li><li>• The gate at Home Farm must be locked when leaving this site.</li></ul>
Minibus travel	<ul style="list-style-type: none"><li>• See general risk assessment</li></ul>
Being hit by a car	<ul style="list-style-type: none"><li>• All staff must wear luminous jackets.</li><li>• Young people must take great care when crossing roads and walking near roads. Special care must be taken in the following locations:<ul style="list-style-type: none"><li>• <u>Bodham</u> Care must be taken when getting off and on the bus. Young people must walk on the grass bank and not on the road. A wave crossing(s) should be used to cross the road.</li><li>• <u>Selbrigg</u><ul style="list-style-type: none"><li>– Care must be taken when getting off and on the bus. Young people should gather in the area near the gate, well away from the road.</li><li>– When crossing from the bus to the pond a wave crossing should be used to move one group at a time. A member of staff should be positioned to watch for traffic coming around the corner.</li><li>– When crossing from the pond to the river a wave crossing should be used to move one group at a time. Young people must be told to remain in single file once across the road.</li></ul></li></ul></li></ul>

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- Wiveton  
Care must be taken when getting off and on the bus. A wave crossing(s) should be used to cross the road.
- Cley Shingle Ridge/Morston Quay  
Care must be taken when getting off and on the bus and moving across the car park.

### 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](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)

Centre Lost Children Procedure

### Alternative Plans:

### Review:

Ongoing/Dynamic Risk Assessments undertaken during visit

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

Signed \_\_\_\_\_

Date Reviewed:

Reviewed by S Woodhouse  
Reviewed by J Mumford-Smith  
Reviewed by S Woodhouse  
Reviewed by S Woodhouse  
Reviewed by J Dennis

Date 31.08.06  
Date 27.11.07  
Date 21.02.08  
Date 14.11.08  
Date 30.11.10

Reviewed by S Woodhouse

Date: 21.01.11