

Roots and Shoots – Growing for the Future

Holt hall Field Studies Centre – Walled Garden and Greenhouse – Risk Assessments

Activity	Hazard	Risk Level Low – Med - High	Controls already in place	Further action Required or Taken
Working in the Garden	Extreme Weather Exposure Exhaustion	Low	All students and staff to be suitably dressed for weather conditions	Staff to ensure clothing is adequate and suitable breaks to be taken.
Working in the Garden	Extreme heat – Sun burn	Med	All students and staff to wear sun hats. Parents to make sure sun cream / hats available for students to use.	Staff to ensure correct briefing suitable breaks, take on fluids and wear suitable clothing.
Working in Greenhouse or Outdoors	Diseases from soil / manure / compost / vermin	Low	All students to wash their hands thoroughly before taking breaks, refreshments and at end of sessions.	Staff to monitor and reinforce when required
Working In Greenhouse	Falling Glass	Low	Greenhouse glass checked weekly. Students not allowed in during high winds	Staff to monitor and control
Opening Windows	Falling glass	Low	Notices have been posted, bolts to stop light being opened and dropped	Staff to instruct student and not allow students to open windows.
Walking around site.	Injury from vehicles	Low	All students are generally supervised. If not students are selected on ability / behaviour and briefed regarding vehicle movements	Staff to brief students if they need to walk on or cross over the road. Or to cross road with barrows of compost etc.
Working in garden / greenhouse.	Slips and trips Falling over	Low	Students not allowed in greenhouse without supervision. Greenhouse paths clear and free of obstacles. All hoses to be coiled and tidied.	Reinforce the rules no running or inappropriate behaviour in or around the work place. Surfaces to be checked for unevenness.

Hand weeding, sowing, planting.	Infections through cuts and wounds	Low	All glass and potential hazards removed as exposed.	First Aid kit to be carried by Adult Supervision. Advice ref Tetanus injections, all injuries to be recorded in accident book.
Lifting barrows and heavy bags	Injury to back	Med	Students to be trained how to lift correctly, to work in pairs lifting bags. Observe and adjust work barrows	Monitor what jobs are allocated and who is allocated. Check on individual profile in regard to fitness and ability to lift.
Digging soil / compost etc	Injury to back and legs	Low	Health and Safety briefing at commencement of each half term. Wear stout footwear. Warm up before activity	Monitor clothing and footwear. Demonstrate how to use tools correctly, monitor clothing and footwear.
Work in the garden – tools being left on the ground	Injury to face and head	Med	Health and Safety briefing at commencement of each half term. Rakes to be kept in barrow or leant against wall. Keep clear of paths	Monitor use of tools and reinforce rules of the garden
Carrying tools around the garden, using tools.	Injury to self or others	Low	All tools to be carried down by ones side, any exposed points facing back. No running around garden with tools in a person's hand. All tools to be counted in and out. Tools to be stored safely when not in use.	Monitor behaviour, no tools over shoulder or facing forwards. Students with certain behavioural difficulties may be precluded from using certain tools.

Bonfire	Injury to self or others, burns, asphyxiation	Med	Briefing of students before having bonfire, establish rules, no flammable liquids, students not to light bonfire without supervision. Students to be supervised at all times, Students depending on age and experience to place materials on the fire. Not to have bonfire in high winds. To wear gloves at all times.	Students to have bucket of water present, know where fire extinguishers are and what type to use.
Cutting wood with bow saw	Injury to hands / fingers and wrist	Low	Students to wear strong gloves on at least the non cutting hand to avoid bow saw bouncing off wood.	Supervisor to monitor ability to use tool safely and adjust action accordingly.
Pruning / dead heading using secateurs	Injury to fingers	Low	Students to wear strong gloves at all times and to make sure students are briefed on how to use the tool. Identify what is to be cut and to be able to see it before cutting.	Supervisor to monitor ability to use tool safely and adjust action accordingly.
Watering – Falling in water tanks	Drowning	Low	Students not to be left unsupervised in the greenhouse, lid to be kept on.	No very young children to be allowed to water from tank.
Gardening with open wounds	Risk of infection through open wound	Low	Students to wear surgical gloves under gardening gloves. To wear plaster if allowed.	Supervisor to monitor.
Taking Cuttings using a sharp knife.	Cut to hand and fingers	Low	Students to be instructed on how to use knife, handle knife, observation of how supervisor uses the knife. Cut away from body, on a solid surface cut downwards as well.	Supervisor to count knives in and out, secure knives after use.

Planting / weeding Sowing seeds	Poisoning from ingestion and allergic reactions	Low	All adults assisting in the garden to be made aware of any children known to have specific plant and food allergies, including hay fever and to know which member of staff is responsible for medication. Children must not eat parts of plants unless instructed to do so, and must wash hands after garden sessions.	Gloves to be made available. Teaching on what plants are poisonous i.e. Foxgloves, Deadly Nightshade etc
Putting in plant supports i.e. canes	Damage to eyes	Low	Students to be made aware of hazard and to take care when leaning over beds or containers. Cane toppers / cups to be used for identification where practical.	Monitor student where possible.
General gardening stings from bees, wasps and insects.	Sting's, allergies etc	Low	These are natural inhabitants of the garden and pose no risk unless provoked. Teaching staff must be aware of any children allergic to specific stings if stung.	Children to seek first aid from Four day First Aider. Monitor sting etc or send to Hospital if necessary.