

Risk assessment for all sites of school visits to Rushall Farm including lambing visits

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| SITE NAME: Rushall farm | GRID REF: SU 589 726 |
| OWNER: W. Cumber & Son (Theale) Ltd | TEL. NO: 0118 9744 547 |
| ASSESSORS: John Bishop | DATE OF ASSESSMENT: 01/09/18 |
| NEAREST HOSPITAL: Accident & Emergency: Royal Berkshire, Craven Road, Reading (0118 987 5111), Minor Injuries (Work Hours) West Berkshire Community Hospital, Thatcham (01635 273300) | |
| SITE ACCESS FOR EMERGENCY VEHICLES: from Scratchface Lane | |

Important note: The greatest risk in visiting a farm is the transfer of disease from livestock to visitors (zoonosis). This is manageable with the correct procedures and by appropriate hand washing after contact with the animals. Hand washing facilities are available at both Rushall Farm (in the toilets and lamb shed) and at Rushall Manor Farm. Hand washing should be conducted using soap and water. The soap contains an antibacterial and is purchased from Bowak. Hand gel is not an adequate substitute. Water temperature at the hand washing facilities is checked and adjusted accordingly. It is imperative that the last thing visitors do is wash their hands. Shoe changing should be done prior to this regardless of what the coach driver would like. Boots that have been worn at the farm can be dipped in a Virkon solution, other shoes should be bagged and cleaned at home (see below).

All visitors are told they cannot eat whilst the visit is in progress. All schools lunch at Rushall Manor Farm. Some schools will give their students a snack before the visit commences and this is supervised by both school and trust staff.

RISK ASSESSMENT FOR RUSHALL FARMYARD

| HAZARD | RISK LEVEL (HIGH/ MEDIUM/ LOW) | ACTION |
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| Loading and unloading children onto vehicles in the yard | Medium | Child caution signs on approach to yard Staff awareness and training Parking areas for farm and Trust staff by Rushall House and at Rushall manor Farm No park signs and coaches turning signs outside Rushall Cottage Main farm gates to be moved back and adequate coach parking in front of these in a clean area |
| Moving regular farm vehicles and Contractors in and out of the yard | High | Staff awareness and training Children in Yard Max Speed 5MPH' signs on approach to yard Adequate supervision of children Health and safety talk to all visiting groups |
| Stationary machinery and implements | Medium | 1. Implements to be stored in a stable fashion resting on the ground or removed from site where possible. 2. Keys to be removed from ignition |
| Shed door opposite the sheep race and large metal door into sheep race | Low | Keep door closed Health and safety talk to cover that children stay with leaders and ask if unsure Metal door liable to be blown by wind, either closed or secured back with catch. Education staff to check |
| Dirty and dangerous surfaces on gates, sheep race, sheep pens etc | Medium | Warn children prior to start of visit Staff monitoring on daily basis and cleaning where appropriate (See Spreadsheet). Hurdles to be jet washed the summer before lambing with an oocide (See Spreadsheet) by farmer Hands to be washed after contact (see above) |
| Hurdles in and around lambing shed not secured | Low | Make secure or remove from visited areas |
| General tidiness in orphan lamb area | Low | Clear this area each morning prior to visit |
| Tools in aisle areas in and around lambing shed | Low | 1. Store away from paths regularly used by children (liaise with farm staff) 2. Warn visiting school groups – advise caution |
| Cleaning products close to washing up area | Medium | Store cleaning products in locked cupboard. Supervision of children when hand washing (see above). |

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| Muck on floor in and around farmyard | High | <ol style="list-style-type: none"> 1. Trust staff to monitor as part of safety checks and remove. 2. Boot cleaning at the end of each visit includes bio-security, this should occur prior to final hand washing. 3. Take adequate measures to prevent the spread of zoonoses. 4. A “clean” area will be maintained to ensure that after hand washing the children can enter their transport and that their footwear stays as clean as possible. This will be by the main gates. 5. As part of H&S talk we advise on what to do with footwear after the visit if boots cannot be washed/dipped on site. Essentially scrub with an anti-bacterial cleaner or in the washing machine. Reiterated at the end of the visit. 6. New biosecurity mats annually |
| Muck on sheep hurdles from birds | Low | <ol style="list-style-type: none"> 1. Trust staff to include on safety checks. 2. Warn children and conduct hand washing where needed. 3. Be aware of loose clothing, gloves and scarves that can get contaminated. 4. Take adequate measures to prevent the spread of zoonoses. |
| Muck on bars at cows and donkeys | Medium | <ol style="list-style-type: none"> 1. Trust staff to include on safety checks. 2. Warn children and conduct hand washing where needed 3. Educational staff to clean before visit. 4. Take adequate measures to prevent the spread of zoonoses. |
| Floor in washing up area | Medium | Education staff to clean before each visit |
| Electricity supply to shearing implements | Low | Turn off electricity supply when not in use. Barrier erected when shearing. |
| Disease and hygiene around lambing shed | Medium | Erect several signs at key points (e.g. entrance to farm), and ensure visibility, including warnings to pregnant women Farmer to monitor health status of sheep flock and cattle herd in conjunction with Larkmead vet practice. Health and safety talk to all visiting groups Good procedures followed by staff (see health and safety notes and procedures set down in staff pack). |
| Stationary farm machinery and other stored equipment | Low | Check regularly for loose and dangerous parts – ed. staff Ensure all machinery is flat on the ground or roped off Be aware of sharp edges and points. Keys not to be left in machines when visits are on-going (NFU). |
| Workshop | Low | <ol style="list-style-type: none"> 1. Workshop and area beyond toilets and grain store out of bounds 2. Door to workshop to be kept closed at other times. Other no-go areas will be coned off as necessary |
| Diesel tank, risk of spillage | Low | Fix lock to tank Tank now also requires a key to turn it on. |
| Seed Drill. Spikes at rear risk of cuts & grazes, also at eye level for small children | Low | Health & Safety talk Children specifically told to avoid seed drill |
| Bales of straw and hay. Risk of children climbing. . | Low | Health and safety talk Trust Staff to check safety of stacks prior to visits |
| Bales of Silage. Risk of children climbing | Low | 1. Health and safety talk. Signs erected to warn of danger |
| Blinds on lambing shed. Risk of wrapping up rapidly | Low | Health and safety talk Broken blinds replaced |
| Rats & mice | Low | All food to be stored above ground and, in plastic containers if possible. This advice given to teaching staff on pre-visit Cover this on health and safety talk. Poison in appropriate bait boxes and only carried out by trained personnel |

RISK ASSESSMENT FOR AREA AROUND RUSHALL FARM BUILDINGS

| HAZARD | RISK LEVEL (HIGH/ MEDIUM/ LOW) | ACTION |
|---|--------------------------------|---|
| Path above chalk pit steep banks, | Low | Now fenced and dangerous trees felled 2018 Tree safety survey |
| Chalk pit – trip hazards especially when wet. Unstable trees and vegetation above chalk pit | High | *Supervise access to the area – recommend that children stay on left hand side of site Wear safety hats if inspecting chalk face |

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| Chicken house | Low | Keep chicken house accessible by regular cleaning |
| Steep Bank in chalk pit field slippery when wet. | Medium | Children instructed to be careful when going down bank when wet. |

RISK ASSESSMENT FOR RUSHALL MANOR SITE

| HAZARD | RISK LEVEL (HIGH/ MEDIUM/ LOW) | ACTION |
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| Slippery floor in kitchen area | Medium | Floor kept dry and if not possible then visitors advised that floor is a slip hazard |
| Hot ovens/hobs in kitchen area | Low | Children supervised if any involvement in cooking activities, tends to be limited to specific older groups |
| Trip hazard getting into the granary/ sharp implements stored here. | Low | Granary is out of bounds to all children |
| Low beams upstairs in the stable | High | All adults and taller students advised to be careful of the low beams in this room. |
| Slippery floor in toilets | Medium | Floor kept dry and if not possible then visitors advised that floor is a slip hazard. Slip hazard sign erected after mopping. |
| Heaters in the stable block (both upstairs and downstairs) | Low | Visitors advised when the heaters are on. Staff told to monitor for KS1 and below. No clothes to be hung on the heaters |
| Sleepers around the Black barn | Low | Children told not to walk/run on the sleepers |
| Gravel drive | Medium | Potential trip / falling hazard. Children told not to run on the gravel/kick the gravel |

RISK ASSESSMENT FOR AREA AROUND RUSHALL MANOR SITE

| HAZARDS | RISK LEVEL (HIGH/ MEDIUM/ LOW) | ACTION |
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| Dead limbs in Oak trees in camping field and Troopers Field | Medium | No walking or camping underneath. Dead wood cut back. Ongoing monitoring |
| Instability of old cottage | Medium | Cottage demolished October 2012 |
| Over grown vegetation around gate into Oak tree field, entrance to camping field and around pond | Low | Monitoring |
| Activity: TRAILER RIDE | | |
| HAZARD | RISK LEVEL (HIGH, MEDIUM, LOW) | ACTION |
| Overhanging branches and brambles on trailer ride routes | Low | Tree safety survey 2018 but report on feedback sheet any potential hazards |
| Open sided trailer | Medium | Safety talk given by Trust leader before every ride to ensure children i) stay seated at all times when trailer is moving; ii) keep hands, feet and heads inside of green bars; and iii) hold onto green bars if necessary. Teachers and parents to sit evenly spaced between children to enable them to reach across if necessary. JST leader or teacher to sit at back of trailer, not children, with chain secured across doorway before departing. Trailer driver instructed to drive slowly when children are on board, and made especially aware of very young children on a visit. Max speed 18mph on road, 10mph on farm tracks (see sticker in tractor cab) All trailer drivers suitably experienced and with in-house training. Driving license held in office. |

John Bishop 03/09/18