



## Risk Assessment for School and Group Visits

### **Teacher Responsibilities:**

Teachers and any supporting adults are responsible for the behaviour of the students towards the animals, staff, and other visitors. Students under the age of sixteen should be supervised at all times. When in close contact with animals or anything associated with an animal, students should be supervised and teachers must ensure appropriate hygiene afterwards ensuring thorough washing of hands. Teachers are also responsible to ensure all groups follow written or verbal instructions and rules before interacting with animals.

### **RSPCA Radcliffe Animal Shelter Responsibilities:**

To ensure a groups' health and safety RSPCA Radcliffe Animal Shelter follow a variety of procedures, and has existing control measures in place. Stated below is a general risk assessment identifying potential risks and the controls we have in place to mitigate these potential risks. **Please note that these are guidelines only and teachers are recommended to complete their own risk assessment prior to a school visit. Only animals that have been reasonably assessed and are considered safe to have supervised interaction with children will be used in an activity. In the case of dogs this will be puppies or dogs belonging to staff known to have a sound history of living and interacting with children. It must be noted that animals used for interaction are not specifically trained for this purpose and are not 'therapy or assistance dogs'. Any animal interaction will be supervised by a suitable member of staff.**

**Safeguarding** – the animal centre has a safeguarding policy in place to protect students, visitors and staff. Children on school visits are expected to be supervised at all times by an appropriate number of teachers/helpers and will remain under the responsibility of the school at all times.

<b>Risk Identification</b>	<b>Risk Level</b>	<b>Existing Controls</b>
Animals – bites, scratches, etc.	Low	<ul style="list-style-type: none"> <li>• No visitor contact with animals that are likely to cause harm.</li> <li>• Barriers to prevent unauthorised contact between animals and visitors.</li> <li>• No feeding of animals policy unless supervised</li> <li>• Trained first aiders on site and first aid equipment stored at various areas on the animal centre.</li> <li>• Majority of staff in radio contact in case of emergencies.</li> </ul>
Animals - Disease	Low	<ul style="list-style-type: none"> <li>• No contact with animals likely to transmit disease.</li> <li>• Where animals have been handled hand washing facilities are available.</li> <li>• Children under 12 months old should not handle animals. Teachers to advise of any child known to have animal related allergies or compromised immune system.</li> </ul>
Animals – Insect Bites	Low	<ul style="list-style-type: none"> <li>• Teachers are advised that any students that are known to have a severe allergic reaction to stings or insect bites must have the appropriate medication with them and understand how it should be administered.</li> <li>• Trained first aiders on site and first aid equipment stored at various areas on the animal centre.</li> </ul>
Animals - Escapes	Low	<ul style="list-style-type: none"> <li>• Established animal escape procedure.</li> <li>• Majority of staff in radio contact in case of emergencies.</li> </ul>
Trips/Falls	Low	<ul style="list-style-type: none"> <li>• Visitors asked to keep to marked paths.</li> <li>• Daily inspection of all areas undertaken with reporting system in place to deal with any issues.</li> </ul>
Trees	Low	<ul style="list-style-type: none"> <li>• Tree Risk Assessment and Inspection carried out annually.</li> <li>• Regular tree and grounds maintenance undertaken.</li> <li>• Grounds and garden staff alert to any potential hazards.</li> </ul>
Lost Children	Low	<ul style="list-style-type: none"> <li>• Staff are visible around the shelter and can be contacted if a child is lost.</li> <li>• Staff equipped with radios to alert other areas to a lost child.</li> </ul>
Fire	Low	<ul style="list-style-type: none"> <li>• Fire Procedure in place for each building.</li> <li>• Evacuation Procedure for the whole animal centre in place.</li> <li>• Regular risk assessments undertaken.</li> </ul>
Weather – Sunburn/Sunstroke	Low	<ul style="list-style-type: none"> <li>• Large number of undercover and shaded areas available.</li> <li>• children advised to wear sunhats.</li> <li>• Sun cream or sun block advised in conditions of strong sunlight. Time and activity is kept appropriate to age of children</li> </ul>
Weather – Getting Wet	Low	<ul style="list-style-type: none"> <li>• advised to bring wet weather clothing if raining. Indoor areas will be used if weather is too wet or cold.</li> </ul>