

5.3.a. Risk Assessment Activity: Walk to Botanic Gardens for Wee Green Spaces and return walk to Nursery

Line Manager name:		Line Manager signature:	Assessment No: 1
Date:	Assessed by: Maggie MacDonald and Jacqueline Bremner	Location:	Review date:
	Signature:	Activity: Walk to Botanic Gardens for Wee Green Spaces and return walk to Nursery	August 2023

What has the potential To cause harm (hazards) and what harm might result?	Who and how many people might be at risk?	What measures are already in place?	Severi ty	Likeli hood	Risk rating	What further action (s) needs to be taken to reduce risk	By whom and by what date
<p>Traffic- Contact with vehicles when walking beside and crossing roads.</p> <p>Insufficient supervision can lead to a variety of incidents and accidents.</p>	Children, parents, staff	<ul style="list-style-type: none"> Child/adult Ratio max 1:3 When additional support is required the ratio of adult to child will increase to meet the needs of the group. Hi visibility vests to be worn Adults to walk at kerbside Staff to use best judgement in keeping children safe (holding of two children's hands may be necessary) Group to pull into the side farthest from the road and stop walking if a member of the public needs to pass. Adults are constantly aware of surroundings. Before each trip, staff discuss safety procedures and issues with parent helpers and children. A simplified Risk Assessment with photos of crossings and potential 	4	1	4	<p>Continuous supervision by staff to ensure procedures are upheld.</p> <p>Discuss risks with children and continuously remind them of safe practice including good listening and looking.</p> <p>ASN children to be supported by their PSA/ Parent/ Carer and individuals PCRA's to be adhered to.</p>	Ongoing

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		<p>hazards is shared with parent helpers. (attached)</p> <ul style="list-style-type: none"> ● Only cross across a crossing when one is available and always wait for the green man. ● Cross road in small groups, not in single file or line. Do not stand in the middle of the road and stop traffic. ● Staff are familiar with routes including crossing places. ● Do not cross if a driver stops and waves you across. 					
Strangers – threatening behaviour or harassment	Children and all others on trip	<ul style="list-style-type: none"> ● Unknown persons are not to be encouraged to approach the group. ● Any unauthorised persons approaching the group acting in a manner which raises concerns should only be challenged if the leader is satisfied that this will not put the group at risk. ● Children to be supervised at all times. ● Ensure photographs of the group are only taken by staff and with work ipads. ● Be vigilant and report any concerns to Senior School Staff on return. 	2	1	2	<p>Check children’s Personal Plans to ensure individual children are not at risk due to family circumstances.</p> <p>Senior to advise Wee Green Staff if a child's personal situations at home or in the community change.</p>	<p>As required .</p> <p>Immediately</p>

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		<ul style="list-style-type: none"> ● If concerned about immediate safety, contact the School immediately using a fully charged mobile phone. 					
Animals	All	<p>Do not approach animals If an animal is untethered, adults ensure children are kept at a safe distance so they are as safe as can be.</p>	4	1	4		
Hazardous Materials including animal waste	All	<ul style="list-style-type: none"> ● Be vigilant always and avoid walking through material. ● Ensure people behind are aware of any issue. ● Do not remove materials. 	2	2	4		
Accident including slips, trips and falls	All	<ul style="list-style-type: none"> ● Take care when walking on uneven surfaces (kerb to road and road to pavement) ● Carry a first aid kit and treat minor injuries as required. ● If injuries are major, phone emergency services using a mobile phone. School also to be informed. ● School to inform parents ● See section 10 of Aberdeen City Councils policy (attached) 	2	2	4		

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Adverse weather conditions – slippery surfaces underfoot due to snow or ice	All	<ul style="list-style-type: none"> Pavement conditions to be checked before a decision to run a session is made. 	2	2	4		
Challenging pupil behaviour including running away, oppositional behaviour and undesirable physical behaviour.	All	<p>Very small group to attend with 1:2 ratio.</p> <p>Person Centred Risk Assessment (PCRA) in place in the ELC setting applies to Wee Green Space Sessions.</p> <p>Staff to contact SLT if/when an incident occurs at Wee Green that staff are unable to resolve whilst ensuring the safety of all in attendance. Necessary action then to be taken by SLT.</p> <ul style="list-style-type: none"> Contact police Contact parent/carer Attend site to support 	2	3	6	<p>Conversation to be held with parent/ carer at drop off time at ELC to establish wellbeing of the child with a PCRA on the day and a decision made jointly about attendance at Wee Green.</p> <p>Parent/ carer to be invited to join the sessions with their child.</p>	

Benefit of walking to Wee Green Space:

- Children will walk the recommended mile a day. Supports coordination skills as they experience a range of different surfaces (kerbs, pavements, grass)

- Raised awareness of the local area with children beginning to recognise key features and develop an internal map of where they are in relation to other features. They will learn how to find their way and develop a sense of place and belonging.
- Exposure to environmental print: street names, buildings, signage.
- Learning of safe behaviours when walking through busy streets with fast moving traffic as well as how to behave around stationary vehicles that are parked.
- Children will learn how to cross a road, in a group, safely and the importance of using pedestrian crossings all of which enhance their personal road safety skills.
- Listening and looking as well as concentrating and following instructions is reinforced and practised
- Children learn the social skills of being out and about – moving to let others past, greeting people appropriately, awareness of appropriate behaviours including volume of voice.
- Children learn how to deal with environmental hazards such as litter and dog fouling.