



GROUP VISIT RISK ASSESSMENT

At Willows Activity Farm the Health and Safety of visitors is our number one priority.

We work with local and national experts as well as the Local Authority to constantly assess the safety of our provision.

Each year Willows welcomes over 400,000 visitors, of which approximately 30,000 are as part of an organised group visit.

As part of our approach to managing Health and Safety we continually appraise our offer and risk assessment all activities. Below is our standard Risk Assessment for a group visit to Willows Activity Farm.

However, it is very important that you, as a Group Leader, carry out your own Risk Assessments relevant to your visit. To arrange a complimentary visit to carry out your own assessment, please call **0333 3312060**

We must stress that whilst Willows provides staff on certain activities to ensure they are being used correctly, all children remain the responsibility of the Group Leader and must be supervised at all times.

We hope you have an enjoyable visit. Should you have any queries please contact a member of staff who will be happy to help.

HAZARD OR ACTIVITY	RISKS ASSOCIATED	WHO COULD BE HARMED?	POTENTIAL TO CAUSE HARM (risk rating)	CONTROLS IN PLACE AND ACTION REQUIRED BY VISITORS
Animals	Infection Biting	Children Parents Guardians Carers Teachers Members of the Public	Low	<ul style="list-style-type: none"> • Full zoonoses control in place – including risk assessment, COSHH Assessment and Visitor Safety Plan. Compliance with the Code of Practice for visitor attractions. • All animals on site are hand-picked for their docile nature. • Group Leaders must ensure that children wash their hands after handling or feeding the animals and before eating or drinking. • Please DO NOT use gels or wipes instead of washing hands with soap and water. There are plenty of hand washing facilities on site. Hands MUST be washed with running water and soap and dried with paper towels. Appropriate signage is displayed. Training given to staff. • Use of appropriate disinfectants throughout the animal areas. Regular inspection by vets. • Regular cleaning regimes in place for all animal enclosures. • Wash your hands thoroughly at home with soap and water after removing dirty clothes, shoes or boots that have been worn at Willows Activity Farm. Any soiled clothes should be washed immediately on your return home.
Animal Droppings	Infection	Children Parents Guardians Carers Teachers Members of the Public	Low/Medium	<ul style="list-style-type: none"> • Our indoor animal pens are cleaned and disinfected regularly. • Our outdoor pens are cleaned regularly. • Customers are not allowed to enter the animal enclosures and so the risk of footwear being contaminated is reduced. • Public pathways and grassed areas are free from animals.

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Animal Feeding	Infection Biting	Children Parents Guardians Carers Teachers Members of the Public	Low	<ul style="list-style-type: none"> • Feeding of animals is only permitted in our designated animal feeding areas. • Double fencing in non-contact areas so there is no direct or indirect contact with livestock. • In all contact areas there is hand washing facilities and signage displayed • Group Leaders can choose to by-pass these areas if they wish. Animal feed should not be tasted. • Group Leaders must ensure that children wash their hands after handling or feeding the animals, touching animal fences and before eating or drinking. Please DO NOT use gels or wipes instead of washing hands with soap and water. There is plenty of hand washing facilities on site. Hands MUST be washed with running water and soap and dried with paper towels. • We also advise no contact with sheep, lambs, goats and kids if you are pregnant or think you are pregnant as this is a risk to adult females • Wash your hands thoroughly at home with soap and water after removing dirty clothes, shoes or boots that have been worn at the Willows Activity Farm. Any soiled clothes should be washed immediately on your return home.

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Animal Handling	Infection Biting	Children Parents Guardians Carers Teachers Members of the Public	Low/Med	<ul style="list-style-type: none"> We only handle small animals e.g., rabbits, chicks and guinea pigs. It is up to the Group Leaders if you wish to take part in this activity. Group Leaders must ensure that children wash their hands after handling or feeding the animals, touching animal fences and before eating or drinking. Please DO NOT use gels or wipes instead of washing hands with soap and water. There is plenty of hand washing facilities on site. Hands MUST be washed with running water and soap and dried with paper towels. The higher risk animal groups being baby calves, lambs and piglets are not used for animal handling sessions. We also advise no contact with sheep, lambs, goats and kids if you are pregnant or think you are pregnant as this is a risk to adult females. Wash your hands thoroughly at home with soap and water after removing dirty clothes, shoes or boots that have been worn at the Willows Activity Farm. Any soiled clothes should be washed immediately on your return home.
Play Areas	Falling Tripping Entrapment Crush injuries Impact	Children Parents Guardians Carers Teachers Members of the Public	Medium	<ul style="list-style-type: none"> Children must be supervised at all times. All signage instructions must be adhered to at all times. Play equipment is checked daily and the results recorded, with any remedial action required carried out immediately. All our equipment is independently inspected on an annual basis. All play areas and equipment have individual specific risk assessments in place. Training manuals – trained staff only to supervise equipment. Group Leaders must ensure that children wash their hands after playing in play areas and on play equipment and before eating or drinking. Please DO NOT use gels or wipes instead of washing hands with soap and water. There is plenty of hand washing facilities on site. Hands MUST be washed with running water and soap and dried with paper

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Indoor Soft Play and Cotton Tail Village	Falling Tripping Impact entrapment	Children Parents Guardians Carers Teachers Members of the Public	Medium	<ul style="list-style-type: none"> • All soft play rules and guidance procedures displayed must be adhered to. • Height restrictions apply. • Children must not run. • Group Leaders remain fully responsible for the children at all times. • Arms and legs must be covered to use the facilities and socks must be worn. Nylon sportswear is not permitted on the slides. • This activity is checked daily and the results recorded. • Trained staff only to supervise equipment.
Captain Chickens Egg Dodge (Located upstairs in soft play)	Tripping/slipping Impact from flying balls Entrapment Falling from height	Children Parents Guardians Carers Teachers Members of the Public	Low	<ul style="list-style-type: none"> • Height restriction applies to the use of the activity. • Signs in place specifying the rules of use. • Goggles provided for adults and children to prevent balls causing eye injury. Balls used are soft foam balls. • Regularly inspected. • Enclosed areas for ease of security of child. • Steps are highlighted in indicate a change of level. • Trained staff only to supervise the equipment.
Willows 'No Ice' Ice Rink (mid-November to Mid-February)	Falling Tripping Impact Crush injuries Cuts/bruises	Children Parents Guardians Carers Teachers Members of the Public	Low/Med	<ul style="list-style-type: none"> • Willows 'No Ice' Ice Rink rules and procedures displayed must be adhered to. • Daily checklist of ice rink maintained. • Preventative maintenance and service of ice rink in place. • Group leaders remain fully responsible for the children at all times.

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Agility Course	Falling/Slipping Landing awkwardly Muscle Strain	Children Parents Guardians Carers Teachers Members of the Public	Low/Med	<ul style="list-style-type: none"> The area is covered with play bark and kept to a minimum depth of 300mm. This activity is checked daily, and the results recorded. Annual Outdoor Play equipment Inspections carried out. Group leaders remain fully responsible for the children at all times
Aerial Zip Slide	Fall from height Impact Collison	Children Parents Guardians Carers Teachers Members of the Public	Medium	<ul style="list-style-type: none"> The area is covered with play bark and kept to a minimum depth of 300mm. This activity is checked daily, and the results recorded. Annual Outdoor Play equipment Inspections carried out. Group leaders remain fully responsible for the children at all times
Tractor Ride	Falling Over. Falling when entering and exiting ride. Crush injuries Impact from moving vehicle.	Children Parents Guardians Carers Teachers Members of the Public	Medium	<ul style="list-style-type: none"> Group Leaders must ensure that the children remain seated throughout the ride and are assisted on and off the trailer. This activity is checked daily and the results recorded. Only trained staff to drive the tractor and trailer ride. Group leaders remain fully responsible for the children at all times
JCB - Young Drivers Zone	Falling, height Impact low	Children Parents Guardians Carers Teachers Members of the Public	Low	<ul style="list-style-type: none"> Fitted underlay shock pad rubber compound. Rounded edges of tunnels. Group leaders remain fully responsible for the children at all times

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Fun Fair Rides	Falling off Ride Impact Children trying to get off ride whilst in motion Electricity	Children Parents Guardians Carers Teachers Members of the Public	Low/Med	<ul style="list-style-type: none"> • Operated by fully trained staff. • Should a child stand during the ride, the ride will cease immediately. Rides are fenced off and can only be accessed through a staffed gate. • All rides regularly maintained and tested as part of a recognized national accreditation scheme. • Supplier maintained, test and certified RCD and trip switches. • This activity is checked daily and the results recorded.
Animal Shows: Sheep Racing Goat Racing Pig racing Meet the Dogs Meet Mishka	Impact	Children Parents Guardians Carers Teachers Members of the Public	Low	<ul style="list-style-type: none"> • All shows are carried out by trained and experienced professional staff. • Any guidance or instruction given by the presenter must be adhered to. • Group leaders remain fully responsible for the children at all times
Inflatable Slide/Bouncy Castle	Fall from Height Impact Trapping Electricity	Children Parents Guardians Carers Teachers Members of the Public	Low/Medium	<ul style="list-style-type: none"> • Monitored by staff. • It is not open in poor weather conditions. • Ropes attach the slide and castle to the ground. • Crash mats at base of slide and castle. • All signage instructions must be adhered to. • Trip switch and RCD in place. • This activity is checked daily and the results recorded. • Group leaders remain fully responsible for the children at all times

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Inflatable Pillows (Bouncy Bounce)	Fall from Height Impact Electricity	Children Parents Guardians Carers Teachers Members of the Public	Low/Medium	<ul style="list-style-type: none"> • Subject to Annual inspection by installer, • Supervision regime during busy periods and monitored during the day by the duty manager on quiet days. • Rules of Use posted and enforced when non-compliance is witnessed. • Inflatables not in use in adverse weather conditions. • Staff trained in evacuation process if inflatables deflate. • Impact attenuating rubber crumb surrounding the pillows. • Group leaders remain fully responsible for the children at all times
The Big Dig (Sand Pit Play)	Sand in Eyes Fall from height	Children Parents Guardians Carers Teachers Members of the Public	Low	<ul style="list-style-type: none"> • The sand complies with British Standard BS5665 and is rounded sand. • This activity is checked daily and the results recorded. • All equipment in the build and play area is also checked as part of our Annual Inspection. • Group leaders remain fully responsible for the children at all times
Enclosed Trampolines	Impact Fall from Height Slip/Trip	Children Parents Guardians Carers Teachers Members of the Public	Low/Medium	<ul style="list-style-type: none"> • Signage displayed must be adhered to particularly maximum numbers. • Padded edges to prevent legs getting trapped. • This activity is checked daily and the results recorded. • Group leaders remain fully responsible for the children at all times
Gold stream (Pan for Gold)	Water Infection Electricity Drowning	Children Parents Guardians Carers Teachers Members of the Public	Low	<ul style="list-style-type: none"> • Water chlorinated and tested weekly. • Trip switch and RCD in place. • Water pump is submersible. • Hand washing facilities close by. Hands must be washed after use. • This activity is checked daily and the results recorded. • Water level is kept low. • Group leaders remain fully responsible for the children at all times

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Puddle Park.	Physical injuries Drowning Water contamination Slips, trips, falls. Entrapment in moving parts.	Children Parents Guardians Carers Teachers Members of the Public	Low / Medium	<ul style="list-style-type: none"> • Rules of play signage in place. • Anti-slip surfaces. • Cleaning regime in place. • Visual daily checks of the area carried out. • Annual external inspection undertaken. • Water supplied in the area is treated. • Water pools are designed so they are shallow. • Policy that any children not potty trained need to wear swim nappies to reduce the risk of contamination.
Pond	Falling into Water Infection	Children Parents Guardians Carers Teachers Members of the Public	Low	<ul style="list-style-type: none"> • The pond is fenced off to ensure children can't fall in. • An emergency life buoy is situated adjacent to the pond. • Appropriate signage is displayed • Group leaders remain fully responsible for the children at all times
The Peter Rabbit Adventure Playground	Tripping/Slipping Fall from height. Landing awkwardly Muscle Strain. Impact Entrapment	Children Parents Guardians Carers Teachers Members of the Public	Low/Medium	<ul style="list-style-type: none"> • Children must be supervised at all times. • All signage instructions must always be adhered to. • Play equipment is checked daily and the results recorded, with any remedial action required carried out immediately. • All our equipment is independently inspected on an annual basis. • All play areas and equipment have individual specific risk assessments in place. • Impact attenuating play surfaces are used where play equipment is situated. • Group leaders remain fully responsible for the children at all times

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Mr. Tod's Lair and Squirrel Test Assault Course	Tripping/Slipping Fall from height. Landing awkwardly Muscle Strain. Impact Entrapment	Children Parents Guardians Carers Teachers Members of the Public	Low/Medium	<ul style="list-style-type: none"> • Children must be supervised at all times. • All signage instructions must always be adhered to. • Play equipment is checked daily and the results recorded, with any remedial action required carried out immediately. • All our equipment is independently inspected on an annual basis. • All play areas and equipment have individual specific risk assessments in place. • Impact attenuating surfaces are used where play equipment is situated. • Group leaders remain fully responsible for the children at all times
Lost Children	Child becomes separated from group. Unsecured site due to public footpath access around the perimeter of the site.	Children Parents Guardians Carers Teachers Members of the Public	Low	<ul style="list-style-type: none"> • Group Leaders must have a list of the children in their care and carry out a periodic check of numbers. • Group Leaders to instruct children of action required if lost. • Count pupils on to the coach and then count again (another adult) before setting off. Willows Activity Farm has a Lost Child Policy. • All organised groups are made aware of the footpath access prior to visiting the site. • Any access gates around the perimeter of the site are kept closed to restrict access. • Signage in place to make public aware of public footpaths

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Uneven Surfaces	Slip/Trip/Fall	Children Parents Guardians Carers Teachers Members of the Public	Low	<ul style="list-style-type: none"> • Changes in level highlighted with yellow paint etc. where significant risk of trips. • Maintenance of floor surfaces, including potholes. – particularly in pedestrian areas. • Group Leaders and children should take care when walking and wear sensible footwear. • Children should be instructed not to run whilst on site. • Appropriate signage displayed where possible. • Group leaders remain fully responsible for the children at all times
Snow Icy conditions Adverse Weather (extreme heat and cold)	Slip/Trip/Fall Risk of ill health Examples: Hypothermia, Sunburn, dehydration Fainting	Children Parents Guardians Carers Teachers Members of the Public	Low	<ul style="list-style-type: none"> • Salt or grit in icy conditions in main pedestrian walkways. • Farm Park staff regularly inspect the site to identify hazards and risks. • Some play equipment or attractions may be closed for safety reasons. • Group leaders are responsible for ensuring adequate provisions are provided for children. • Ensure adequate hydration is maintained. • Sun block advised in warmer weather. • Non-slip footwear is advised.
Wet Grass Wet Ground	Slip/Trip/Fall	Children Parents Guardians Carers Teachers Members of the Public	Low	<ul style="list-style-type: none"> • Group Leaders and children should be aware of the possibility of wet grass and take adequate precautions.

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Insects	Stings Bites	Children Parents Guardians Carers Teachers Members of the Public	Low	<ul style="list-style-type: none"> Trained first aiders always available. A fully equipped first aid room is on site.

Please note: all our events and activities are individually risk assessed but are undertaken at the discretion of the group leader taking into account the age and ability of the individual children in their care.