



Global Risk Assessment - Boot Up! Outdoor Learning for Everyone

Boot Up! Outdoor Learning for Everyone is aimed at 8- 18 year old young people. The aim is to offer alternative education to vulnerable young people who are recognised as at risk of dropping out of school.

The Site

The site of the garden is at Barras Moor Farm (Cornish Garden Nurseries) at Perranarworthal, Nr Penryn, Cornwall. The address of the site is:

Boot Up! Outdoor Learning for Everyone

Barras Moor Farm

Perranarworthal

Truro

TR3 7PE

The Grid Reference is:

Telephone

Office 01872

Mobile 07967132919

Jane Atkinson Operations Manager 07967132919

Emergency

In the event of an emergency the appropriate emergency service will be contacted and the carer of the person injured contacted. It is necessary that we have the medical details and an emergency contact number for all attending. A form will be filled in and a copy left on file on-site.

Carers/Parents/Next of Kin will be notified and a form completed and an entry logged in the accident book. If it is necessary for a Public Liability claim to be made this will be undertaken by the underwriters of the PL policy – AIM (Activities Industry Mutual)

Public Liability

Boot Up! is insured for public and employers liability by AIM.

In case of an emergency please call Jane Atkinson Project Leader on 07967132919

Toilets and Hygiene

There are toilets available to the visitors to Boot Up! Outdoor Learning at the Cornish Garden Nurseries site in the main car park.

There are both male and female toilets with wash hand basins with running hot and cold water and a baby change area. Young people attending the project will be accompanied to the toilets by a member of staff or student ambassador.

There is a café at the site of the Nursery in the Car Park with a woodburning stove and hot drinks available. Visitors to Boot Up! Outdoor Learning are encouraged to use the café on a social basis but we do not encourage the young people to go to the café.

There is a washbowl and hot water provided for hand washing in the Polytunnel HQ with antibacterial soap and clean hand towel. Visitors will be encouraged to wash their hands before eating and drinking especially after working on the land.

Waste Procedure

All un-recyclable rubbish such as plastic waste will be bagged in black bin liners and deposited in the bins in the bin compound in the car park at Barras Moor Farm. This will be removed weekly by Council dustcart.

All other materials that are recyclable will be taken to a local recycling centre.

Organic matter such as tea bags, banana skins etc will be thrown on the compost area. Manure will have undergone a COSHH assessment, which is general procedure with biological hazards.

Garden waste that cannot be burnt on a bonfire will be disposed of in dumpy bags at the recycling centre.

Supervision & CRB checks

All staff working at the garden will have gone a DBS check. Those who visit Boot Up! and do not have a DBS will not be allowed to work unsupervised with an under 16. Student Ambassadors from local college and universities will not necessary have a DBS check but will not be expected to work on a 1:1 basis or as a lone worker. The students ALL attend Enhanced Child Protection training.

All activities will be under constant supervision and will be within visual contact at all times.

All staff and freelance project workers will have undergone Enhanced Child Protection Training and a briefing as well as holding a current DBS certificate.

Any young person aged 16+ will be allowed to use hand tools without constant supervision.

Safety Procedures

Hand tools will only be issued to a young person if they have had suitable induction and instruction and are supervised in the use of them. Therefore activities such as digging and planting, sawing and hammering will always be supervised.

All young people working on the garden will be asked to wear boots if they are working with sharp tools such as spades and forks in all areas of the garden. Protective gloves will be supplied for all activities and goggles where necessary.(ie: hedge cutting)

Wet weather clothing will be supplied if necessary with instruction and good practice will be adopted by the young people with hanging and drying coats, waterproof leggings and boots.

All electricity is tested and issued with a current safety certificate.

The water at the site is fed from a borehole so ALL drinking water is purchased bottled water or water filled from a tap off site. All cuts to the skin will be treated with bottled water and NOT water from the borehole.

Ongoing works and water samples are regularly tested by the South West Water and the Environment agency and a summary published. This water is used for washing up only. Drinking water is brought in from a domestic source.

The petrol operated Brush Cutter/Strimmer will NOT be used by anyone under the age of 18 yrs. Training will be given to adults only. A safety procedure for refuelling is in place. This applies for any power tools on site.

A fire risk assessment is undertaken annually by the County Fire Brigade.

The greenhouse is currently an 'Out of Bounds' area as it requires maintenance and re-glazing.

Pathways across the site are wood-chipped to avoid slips and falls designated as walking only.

The car park has effective segregation areas for getting out of cars and walking to the site. Staff will meet the visitors and walk with them to the site.

First Aid Procedure

There will always be a trained First Aider on site. A fully equipped 10 person First Aid Box will be sited at the Polytunnel HQ, The Yurt and at the Forest School shed as well as a First Aid rucksack for expeditions.

A First Aider will always be called to attend in the first instance and they will make the assessment as to whether further medical help is required. The local surgery phone and emergency numbers are kept on site.

In the event of eye injury eye-wash is kept on site. Burns will be treated as an emergency.

Sun-block and peaked caps will be provided in the summer months to avoid sunburn.

Medical Information

All young people attending the project will be asked to fill in a medical questionnaire. It is important that we know that they are up to date with their jabs, especially Tetanus, and whether they have any food allergies or asthma etc.

If medication has to be kept on site this will be kept in a locked tin in the Polytunnel HQ and administered under supervision and on request.

Jane Atkinson
March 2016