

EVENT SPECIFIC NOTES

What are the really important things we need to do to keep ourselves safe?

Visit details.....Camping at Suntrap..... Carried out byKerry Rolison..... Date ...January 2014.....

ISSUE Consider STAGED: Staff, Timings, Activity, Group, Environment, Distance	HOW TO MANAGE IT	WHO TO BE INFORMED		
		PARENTS	STAFF	PARTICIPANTS
Safety of pupils during Suntrap activities	Suntrap staff must explain & clarify all safety instructions to pupils prior to the commencement of an activity.		X	X
Getting lost	Pupils to be instructed not to leave the field without permission. No climbing over fences. School staff must decide if pupils are mature enough to safely go to the building without an adult. If going to or from the building without an adult ,children must always be with at least one other child.		X	X
Poisoning , allergic reaction, stings or bites	No flora or fauna to be collected (unless directed by a Suntrap teacher) or damaged. Do not touch any horses in adjoining fields. If approached by dogs, remain quiet & still until the animal is removed by an adult. If stung pupils should tell staff immediately – first aid kit in camping shelter.		X	X
Chocking	No eating except at directed times, taking litter home.		X	X
Falling from height or slip, trip or fall.	Pupils may only use the climbing equipment or zip wire after a safety briefing (see separate risk assessments for this equipment). When travelling to the building pupils should walk. Pupils should not climb trees.		X	X
Drowning	When walking to the building pupils should stay on the path and away from the ponds.		X	X
Stranger danger	Pupils should not talk to any adults they do not know and should never be on their own.		X	X
Traffic danger	Pupils should be told not to go to the front of the building – where cars drive in, when not with an adult. Access to the toilet is at the back of the building away from traffic.		X	X

You must also ensure that appropriate persons are aware of any Generic procedures, but these do not need to be repeated here