

Risk Assessment for Children's Trip to Martin Mere

Event Title: Children's Trip to Martin Mere

Date: Thursday, July 11th, 2024

Time: 10:00 AM – 4:00 PM

Location: Martin Mere Wetland Centre

Organizer: [Your Name/Organization]

Participants: 4 children aged 5-10, 1 adult supervisor, and 1 parent

Number of Participants: Total 6 (4 children, 2 adults)

Risk Assessment Matrix:

Activity	Hazard	Risk Level (Low/Medium/High)	Control Measures	Responsible Person
Transport to/from Martin Mere	Traffic accident	Medium	Ensure all children wear seat belts; drive carefully	Event Organizer
Arrival and Departure	Getting lost, traffic	Medium	Designate a clear meeting point; supervise closely	Event Organizer
Guided Tour	Slips, trips, falls	Medium	Wear appropriate footwear; stay on paths	Tour Guide, Organizer
Duck Spotting	Animal bites, slipping near water	Medium	Maintain safe distance from animals; supervise closely	Event Organizer
Play Area	Falls, bumps, scrapes	Medium	Supervise play; ensure equipment is age-appropriate	Event Organizer
Adventure Assault Course	Falls, injuries	Medium	Ensure children are aware of safety rules; supervise closely	Event Organizer
Craft Activity	Cuts from craft materials	Low	Use child-safe scissors and materials; supervise	Event Organizer
Lunch	Food allergies, choking	Low	Ensure food safety; avoid watermelon; supervise eating	Parents, Organizer
Quiz	N/A	Low	N/A	Event Organizer

Detailed Control Measures:

1. **General Supervision:**
 - Maintain a high adult-to-child ratio (1 adult to 4 children).
 - Ensure children stay within sight and sound at all times.
 2. **Transport to/from Martin Mere:**
 - Ensure all children wear seat belts.
 - Drive carefully and follow all traffic laws.
 - Have contact information for parents and emergency contacts.
 3. **Arrival and Departure:**
 - Designate a clear meeting point at Martin Mere.
 - Supervise children closely during arrival and departure to prevent getting lost.
 4. **Guided Tour:**
 - Children should wear appropriate footwear.
 - Stay on designated paths to prevent slips, trips, and falls.
 - Listen to the guide's instructions.
 5. **Duck Spotting:**
 - Maintain a safe distance from ducks and other wildlife to avoid bites.
 - Supervise children closely near water to prevent slipping and falling.
 6. **Play Area:**
 - Ensure play equipment is suitable for the children's age group.
 - Supervise children during play to prevent falls and injuries.
 7. **Adventure Assault Course:**
 - Brief children on safety rules before starting.
 - Supervise closely to ensure children navigate the course safely.
 8. **Craft Activity:**
 - Use child-safe scissors and materials.
 - Supervise children closely during crafting to prevent cuts and injuries.
 9. **Lunch:**
 - Ensure children wash hands before eating and supervise them during meals.
 - Have a first aid kit on hand for any minor injuries or allergic reactions.
 10. **Quiz:**
 - Conduct the quiz in a safe, seated area.
 - Ensure questions are age-appropriate and engaging.
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Emergency Preparedness:

- **Minor Injuries:** Administer first aid on-site and inform parents.
- **Serious Injuries:** Call emergency services immediately and inform parents.
- **Lost Child:** Implement a buddy system; if a child is lost, gather the group in a safe area and search methodically.

Emergency Contact Information:

- Carry a first aid kit and know the location of restrooms and nearest help.
- Have contact information for all parents and guardians.
- Ensure a mobile phone is available for emergencies.

Approval:

- **Prepared by:** Hazel Smith
- **Date:** 08/07/2024

This risk assessment ensures that all activities are carried out safely, allowing for a fun and educational day at Martin Mere Wetland Centre.