White Post Farm

Risk assessment
WPF-RA-022
Self led Groups

Potential hazard and risk	People at risk	Controls in place	Further actions required
Animal contact handling/touching/feeding: Zoonoses/illness Bites Scratches Allergies	Visitors Staff	All staff inducted and trained at the start of their employment, refresher training given. Health and safety talk before handling/touching any animals. (Including correct handling/feeding techniques for each animal). Only authorised, trained staff to supervise animal handling/touching Hand washing after handling/touching the animals Clearly defined animal contact and non-contact areas Hand washing signage and correct feeding technique in place Hand washing facilities monitored and topped up daily No food and drink allowed in any animal areas. Good animal management practices in place. (i.e. no sick animals on display or no soiled bedding on footpaths). Rest and rotation procedure in place. KIWA accreditation for good working practices renewed annually. Daily treatment and disinfection of touchable surfaces in animal contact barn. (After removing any animal waste or faeces from the area).	Ongoing staff training Ensure signage is well maintained Ongoing daily maintenance checks on hand washing facilities

		Group leaders invited onsite for prelim visit and encouraged to complete own Risk assesment	
Slips, trips and Falls Injury	Visitors Staff	Correct warning signs in place Staff to assess paths/areas before entering Staff to keep floors and areas tidy and well maintained at all times and report any problems to maintenance First aiders onsite daily Group leaders invited onsite for prelim visit and encouraged to complete own Risk assessment	Ongoing staff training Constant monitoring on all areas from all staff Ongoing maintenance checks on paths/walkways/play equipment
Play equipment – Indoor: Jungle barn Mini Ville Outdoor: Sky Jumpers Beach Go-Kart track Trampolines Ride-on Tractors Mervs lookout Playhouses Adventure Trail Train	Visitors Staff	Maintenance checks on all play equipment Signage clear and comprehensible at all times Report any damages/mechanical failure of equipment and signage to maintenance and remove out of reach immediately Group leaders invited onsite for prelim visit and encouraged to complete own Risk assessment Annual external accreditation on play equipment; ROSPA and Inflatable safety .	Ongoing staff training Ongoing maintenance checks on all play areas/equipment Update and review generic risk assessment annually

Car Park: Moving Cars Open gate to road Injury	Visitors Staff	Induction talk with groups on bus to make them aware of hazards Move out of car park into gift shop quickly and efficiently Staff supervision when moving through the carpark	Ongoing Staff training
Extreme weather: Slippery surfaces; slips, trips and falls Children getting exposed to cold weather Sun burn/Dehydration	Visitors Staff	Instruct visitors before they visit on what best to wear for all weather conditions Advise visitors to bring sun cream Staff to place signs warning for extreme conditions Maintenance staff put grit out when icy	Ongoing management review of conditions daily and checks for Met office adverse weather conditions. Annual refresher training for guides regarding dealing with different weather conditions
Escaped animals Injury / Harm	Visitors Staff	WPF escape procedure in place	Ongoing staff training
Animal enclosure fencing: Slips,trips,falls	Visitors Staff	Health and safety talk to not climb any of the fences or pens and enter a restricted area Maintenance checks on enclosures to ensure fencing is secure	Regular checks on fencing Ongoing staff supervision

Please note this is a White Post Farm Risk assessment and organisers are encouraged to complete their own risk assessments

Review: Jan	2021	2022	2023	2024	2025	2026	2027
Signature:	CM	**CM**	**AB**	**RA**	**DA**	**DA**	