

**Watchtree Nature Reserve**

Great Orton, Carlisle, CA5 6NL

**Location: Pond Wood - the new viewing shelter that looks into the Education Zone. There is a pond in this woodland.**

<b>Title :</b> Viewing Shelter in Pond Wood	<b>Date of Assessment :</b> 02/05/2021	<b>Risk Assessor :</b> Caroline Salkeld
<b>Risk Assessment Reference :</b> EDU 19	<b>People involved in making this assessment :</b> Caroline Salkeld	
<b>Task/ Process :</b> Moving in and around the viewing shelter including members of the public and organised school groups.	<b>People at Risk :</b> Employees, Members of the Public, Volunteers, Children & Young Persons, Visitors	

<b>Hazard : Holding onto the viewing holes with hands.</b> Cuts or splinters to hands or face while inside the viewing shelter and peering through the viewing holes.
<b>Control Measures:</b>
1. Remind participants to take care when peering through the viewing holes. Check for any sharp edges around the areas they are looking through.
2. Leaders of groups to demonstrate how to look through the viewing sections with care.
3. Watchtree will ensure the upkeep of the shelter is well maintained and safe for visitors to use.
4. Education leaders to carry first aid equipment when working with an education group.

<b>Hazard : Benches in the shelter that may be a risk to visitors/children.</b> There are two seating benches inside of the shelter. These are to be used for resting on and feet are always safely on the ground.
<b>Control Measures:</b>
1. Leaders of the group to demonstrate how to use the benches safely. Remind participants that they are only to be used as seats and not to be stand on them.
2. Watchtree will continue to monitor these benches are safe and well maintained within the viewing shelter.

<b>Hazard : Tripping hazard.</b> The viewing shelter is located in Pond Wood. This is a natural woodland. There is a footpath to walk along but naturally the ground might become slippery or there may be sticks or other natural elements that create a hazard.
<b>Control Measures:</b>
1. Leaders of education groups to raise awareness of any obstructions. Make sure participants are warned of any unexpected obstructions.
2. Watchtree members will continually check the area around the viewing shelter for uneven floor surface, sticks and roots etc.

<b>Hazard : Movement around the shelter.</b> There are two entrance openings into the viewing shelter. They can both be used to move in and out of the shelter.
<b>Control Measures:</b>
1. Education leaders ensure that participants are using the shelter safely. Walking in and out of the openings. Verbal reminders to walk and keep a safe distance between other members of the public.

**Hazard : Bee and wasp stings, insect bites or contact with other animal mess.** The viewing shelter is situated within Pond Wood, a natural woodland setting. It is highly likely to hear and see lots of wildlife in and around this area.

**Control Measures:**

1. Keep eyes and ears open when walking and moving around the viewing shelter. Be observant for small insects that may land on a body part and bite or sting.
2. Education leaders to carry a first aid kit incase of any unexpected insect bite or sting.

**Hazard : A member of the group walking away from the viewing shelter.** If a member of the group is due to move to another location then they must inform the group leader.

**Control Measures:**

1. Leaders continue to carry out head counts during the visit.
2. There is an adult to child ratio recommended for education visits.
3. Education leaders give a welcome talk and remind the group that they stay in close proximity to the group and even suggest working with a partner during the visit.

**Documents Associated with this Risk Assessment:**

**Review Date :** 01/05/2022

**Reviewer :** Caroline Salkeld