

Apple Tree Farm Services CIC

Risk Assessment

This risk assessment is likely to change between farm visits. Any changes will be updated on this working document, published on the farm website, and relayed to all relevant parties. All farm visitors must conduct their own risk assessment. This risk assessment relates to activities carried out within Apple Tree Farm and under the supervision of farm staff. It will be reviewed yearly from the date of implementing, or sooner if required. Whilst Apple Tree Farm strives to provide a safe and risk-free environment, it is important to always be risk-aware and exercise common sense at the farm.

Hazards/To whom	Controls Used to Reduce Hazard	Residual Risk (See The Risk Matrix)			Description of Monitoring Required to Maintain or Reduce Risk Level
		Li ke lih oo d			
Location - Big Barn					
Stable door of the Big Barn swinging and striking a person or animal Hazard to all.	Door to be secured fully open by the available clip or locked shut using the latch available.	1	2	2	Farm staff to open in the morning and ensure door is always secured by the latches if open or closed.
Structure roofs instability caused by bad weather, loose roof sheets and attachments becoming detached and flying with the wind. Hazard to all.	Farm sessions are to be reviewed according to weather conditions. All sessions to be cancelled in red weather warnings and risk assessed individually in yellow weather warning conditions. Roof abnormalities to be inspected and fixed without delay.	1	2	2	
Trips and falls on tools in the Big Barn. Hazard to all.	Tools to be store appropriately in the tool rack and not left lying on the floor.	2	1	2	Farm staff to ensure tools are always returned to a position of safety.

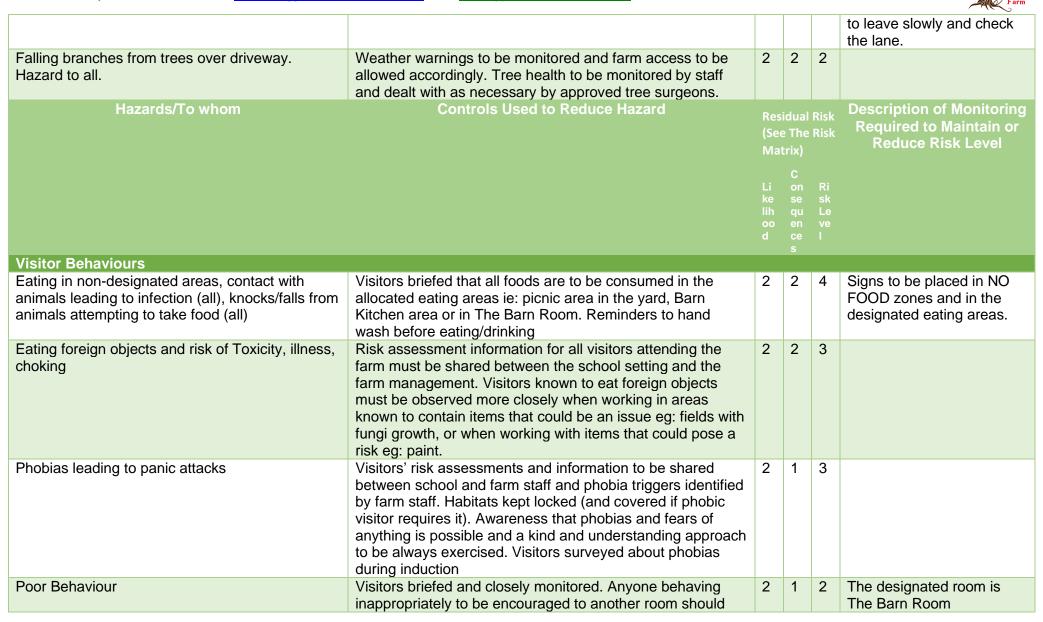
					Farm				
Hazards/To whom	Controls Used to Reduce Hazard	(See	Residual Risk (See The Risk Matrix)		(See The Risk		(See The Risk Matrix)		Description of Monitoring Required to Maintain or Reduce Risk Level
		Li ke lih oo d	C on se qu en ce s	Ri sk Le ve I					
Falling objects from mezzanine balcony in the Big Barn. Hazard to all.	Ensure storage of items on the mezzanine is suitably secure.	1	2	2					
Injuries to people and animals from hurdles and unattached gates falling over in the Big Barn. Hazard to all.	All hurdles to be secured by rope when in use or otherwise. All gates to be locked/latched.	1	1	1					
Hay/straw stack falling on to people or animals, causing crush injuries. Risk of people climbing the hay/straw stack and falling. Hazard to all.	Sign placed at the entrance warning of trip hazard and forbidding climbing of the haystack. Visitors to be monitored in the barn and reminded not to climb the haystack unless supervised.	2	4	4	Climbing of the haystack to be heavily discourage and not permitted unless supervised by farm staff.				
Barn fire Hazard to all.	No smoking allowed in the barn and signs clearly advising so. Fresh hay bales to be stacked with sufficient air flow and supervised until risk of spontaneous combustion has passed. Ensure fire extinguisher is present and in suitable condition in the barn.	2	6	6					
Slips on substances or slippery surface, uneven surfaces, and changes in level in and around the Big Barn. Hazard to all.	Floors kept clean and tidy. Spillages cleared up. Maintenance of floor surfaces, keep potholes etc. down – particularly in pedestrian areas Changes in level highlighted with yellow paint etc. where significant risk of trips. The farm staff regularly inspect the site to identify hazards and risks.	1	1	1					

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Location - Car Park					
Risk to all of falls from getting in and out of cars, minibus, or coach. Hazard to all.	Visitors and farm staff to maintain control and supervision of persons getting on and off cars/buses. Visitors stay on bus until instructed to get off by their supporting staff. Farm staff to supervise car park and to explain to all new visitors the	1	1	1	
	safe way of using car park, how/where to park cars/vans/minibuses. Maintain surface of parking area e.g. avoid potholes				
Risk of visitors/farm staff struck by vehicles. Hazard to all.	Farm staff to supervise car park and to explain to all new visitors the safe way of using car park, how/where to park cars/vans/minibuses. Maintain surface of parking area e.g. avoid potholes	2	2	2	
Road Access					
Visitors entering farm on foot or passing from one part of farm to another struck by vehicles. Hazard to all.	Gate to be kept always closed. All visitors to close gate after themselves. Supervision of farm entrance by farm staff during busy periods. All visitors directed to report to farm staff.	1	2	2	Signs to be added to both sides of the gate requesting gates to be kept closed. Signs added to the gates requesting drivers to drive slowly.
Vehicle access to and from the road Visitors entering/leaving the farm by vehicle meeting other road users on the lane or entering/leaving the farm Hazard to all	Regular reminders to be sent out for families to be aware of the blind spot as you leave the farm onto the public lane. Families asked to drive slowly and enter and leave the farm with extra caution.	2	2	2	Signs to be added on the lane informing passing traffic of hidden access, and signs to be placed by farm exit reminding drivers

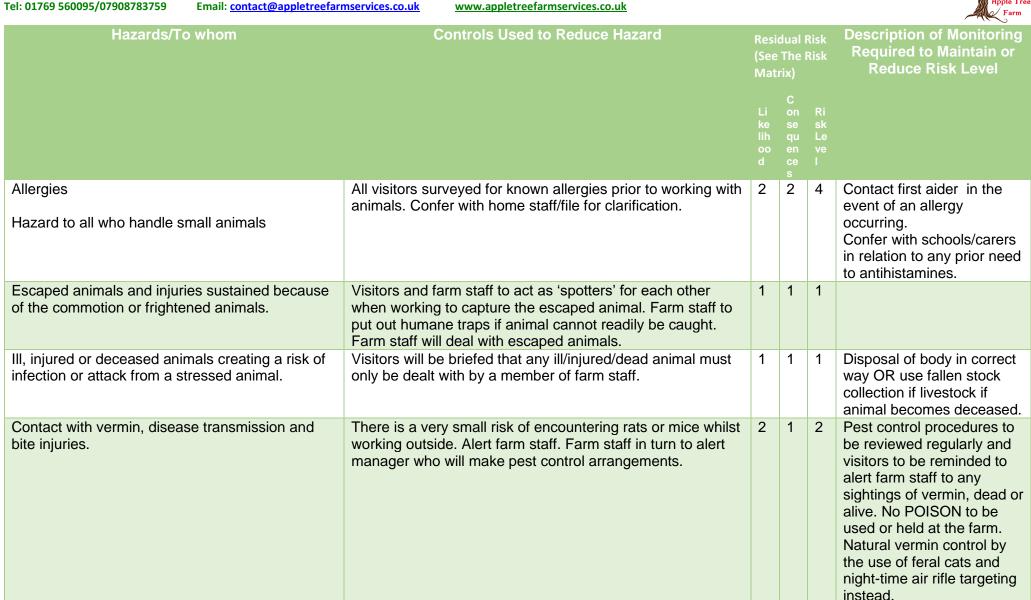
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	H&S become an issue. Consultation with the leading member of school staff will ensue to ensure suitability of placement at the farm.						
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Injuries from poor use of tools.	Visitors guided and supervised when using tools. Power tools to be stored in locked workshop. Tools to be checked before use that they are in a suitable condition to be used and washed after use and stored appropriately.	2	2	4			
Manual handling injuries							
	Farm staff to assess and allocate jobs appropriately to the visitor. Manual handling advice to be given where needed and posters displayed in common areas ie: feed store	1	1	1			
Handling of small animals							
Risk of bites or scratches Hazard to all who handle the small animals.	Close supervision and visitors trained in safe handling procedures. Unreliable animals not handled by visitors and ultimately rehomed. Safety gloves available and offered.	2	1	2	Any bite/scratch attended to by qualified first aider. Contact parents re: tetanus jab if first aider feels appropriate		
Not washing hands correctly Hazard to all who handle the small animals.	Hand washing guidance to all visitors and adult supervision during washing times. Sinks in the yard have hot water and hand soap and anti-bacterial sanitizer. Anti-bacterial wipes and hand sanitizing gel also available in the Big Barn and around the farm.	2	1	2	Visitors always reminded to wash hands immediately after returning to the yard		



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Hazards/To whom Controls Used to Reduce Hazard	Residual Risk (See The Risk Matrix)				
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Working with Birds					
Bird droppings are known to carry zoonotic diseases eg psittacosis, bird flu etc	Gloves should always be worn when cleaning out, hand washing after general handling. In the event of bird flu outbreaks locally/nationally all rules set out by DEFRA to be followed.	2	2	4	
Pecks and scratches causing injury and risk of infection	Close supervision and visitors trained in safe handling procedures. Unreliable animals not handled by visitors. Safety gloves available. Any bite/scratch attended to by qualified first aider. Contact parents re: tetanus	2	1	2	
Risk of salmonella through contact with raw eggs	Visitors will be reminded to wash hands after handling any raw egg product and will always be supervised by farm staff	4	4	4	
Risk of infection and illness due to incorrect hand washing procedure.	Visitors closely supervised. Sink in The Barn Room has hot water and hand soap	4	4	4	
Working with Pigs					
Bitten/barged/stepped on by pig or having falls, injuries, etc.	Visitors have direct access to pigs and are closely supervised by farm staff. All our pigs are handled from a young age but visitors are frequently reminded to read our animals body language.	3	4	4	
Contact with electric fence	Visitors are warned about electric fence and asked to wait. Farm staff to enter first and turn off fences. Signs up on gates or fencing to warn of electric fencing,	2	1	2	
Not washing hands correctly risk of Infection (E. coli, Erysipelas, etc)	Visitors closely supervised. Sinks in the yard have hot water and hand soap	1	1	1	

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Hazards/To whom	Controls Used to Reduce Hazard		idual e The trix) C		Description of Monitoring Required to Maintain or Reduce Risk Level
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Working with Sheep					
Sheep response to people/surprise causing Bruises, trips, falls due to sheep running into visitors	Visitors never work with sheep unsupervised. Visitors who do enter sheep pen are supported in the best approach to handle and engage with sheep. If escape occurs, contact farm manager who will deal with once visitors are removed from the area.	2	1	2	
Horns making contact with humans causing bruises/cuts.	All to be briefed to be highly aware of the location of sheep with horns and divert the sheep away from their bodies. For larger groups, sheep to wear pool noodles on horns.	2	2	4	
Diseases transmission to pregnant women during lambing season	No pregnant farm staff/visitors should meet the ewes during the lambing period- all those in farm are made aware of when this will be. Signs are placed out during lambing season.	2	2	2	
Working with alpacas					
Risk of Infection and potential injury due to getting Kick/spitting/getting knocked over	Close supervision and visitors trained in safe handling procedures. Only trained and well-handled animals to be used.	1	1	1	Any injuries to be reported to a first aider. Parents to be informed of risk of infection in case of spitting.
Working with donkeys					
Risk of injuries due to Kicking/barging/running/biting	Working with donkeys must be assessed on a day-by-day basis and weather dependent. Visitors are always reminded of the need to calm and donkey-aware when in the paddock. Visitors reminded never to walk behind donkeys and are supervised closely. Safe leading and harnessing techniques are taught and practiced.	2	4	4	

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Hazards/To whom	Controls Used to Reduce Hazard	Resid (See Matr	The F		Description of Monitoring Required to Maintain or Reduce Risk Level
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Working with farm cats and dogs					
Risk of injury from Bites, scratches or being knocked over	All pets are kept up to date with relevant vaccinations and are supervised as all times. Visitors reminded of the appropriateness of certain interactions.	1	1	1	
Working Outdoors (field work, gardening, anima					
Hayfever/ pollen/asthma Bee stings-anaphylactic reaction	Visitors surveyed as to existing allergies prior to starting. Medication (Eg inhalers, epipens) should be available	2	1	2	
Coming into contact with electric fencing	Fence clearly signposted to highlight potential of it being switched on. Perimeter fence prevents accidental contact. Temporary fencing to be announced to visitors to enable careful approach and turned off by farm staff at the earliest opportunity.	2	1	2	Farm staff to always enter pens where electric fence is in use first to ensure it is switched off.
Encountering wild animals and insects	Visitors briefed not to touch anything unknown and taught in safe reactions to bees/wasps/	1	1	1	
Contact with plants/fungi leading to Allergies Poisoning if eaten/inhaled	Visitors briefed not to touch or eat anything unknown. Ensure easy access to first aid when working outdoors. Farm staff directed to safely and discreetly remove/destroy any fungi observed to be growing in the fields.	1	1	1	
Risk of Toxoplasmosis, toxocariasis from animal faeces Fleas & lice Leptospirosis from water/plants contaminated with rat urine Tetanus from cuts contaminated with soil	Visitors briefed on the dangers and to check the area they are working in for such hazards. Gloves worn when working with standing water. Cuts covered with plasters. Visitors sent to wash hands immediately if faeces discovered or if a cut occurs	1	1	1	



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Sunburn, heat stroke, dehydration	Visitors advised to bring sun cream and hats for outdoor work activities. Water available, either carried by visitors or near to school building. Time outside limited, rest breaks indoors scheduled	2	1	2	
Risk of physical injury and emotional distress to visitors, farm staff and visitors	During times of inclement weather, falls may be more likely due to wet and extra slippery ground. Visitors are verbally warned of the risk of grassy area being more slippery under the foot. Visitors running along the play area and yard are more susceptible to falls, particularly on the stony section of the yard area. Visitors reminded not to run. Farm staff advised to remove any stones that are larger than normal and likely to cause an unbalance issue.	2	2	4	Signs to be placed along the yard area advising against running.
Inclement weather & poor conditions under foot causing Slips, uncomfortable/unhappy visitors	Outdoor practical work does not take place in unsafe weather conditions (excessive rain, snow, ice, wind) When making a decision about whether to proceed farm staff will consider the purpose of the intended activity and the attitude of the visitors affected by the decision to proceed or postpone. Waterproofs and wellingtons available and used irrespective of weather issues.	2	2	4	
Weather warnings	Red weather warnings will mean automatic closure of the farm. ~ Yellow weather warning will be considered on a case by case basis.	2	2	2	

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Water troughs Risk of drowning or ill health through contact with bacteria, algae etc	Water troughs are regularly cleaned and changed. Visitors are always supervised by farm staff around water	1	1	1	
Contact with chemical or veterinary products. Ingestion of harmful substances. Inhalation or skin contamination	All chemical and veterinary products are safely stored in locked, suitable stores at all times. Access to which is prohibited except for trained farm staff.	2	2	4	
Ingestion of animal feed	Supervision over all those provided with animal feed, and hand washing facilities provided following any feeding activity.	1	1	1	
Location – Play Area					
Accidents and falls	Visitors reminded not to run. Trip hazards removed and slippery areas assessed and treated regularly. signs placed with such reminders	2	2	4	
Injury through inappropriate use	Visitors to be supervised at all times and reminded of appropriate use of toys Toys' safety to be checked regularly and broken toys to be disposed of.	2	2	4	
Play frame Damage and maintenance	Play frame to be visually inspected weekly and maintained according to need	1	1	2	
Location – Farm Kitchen					

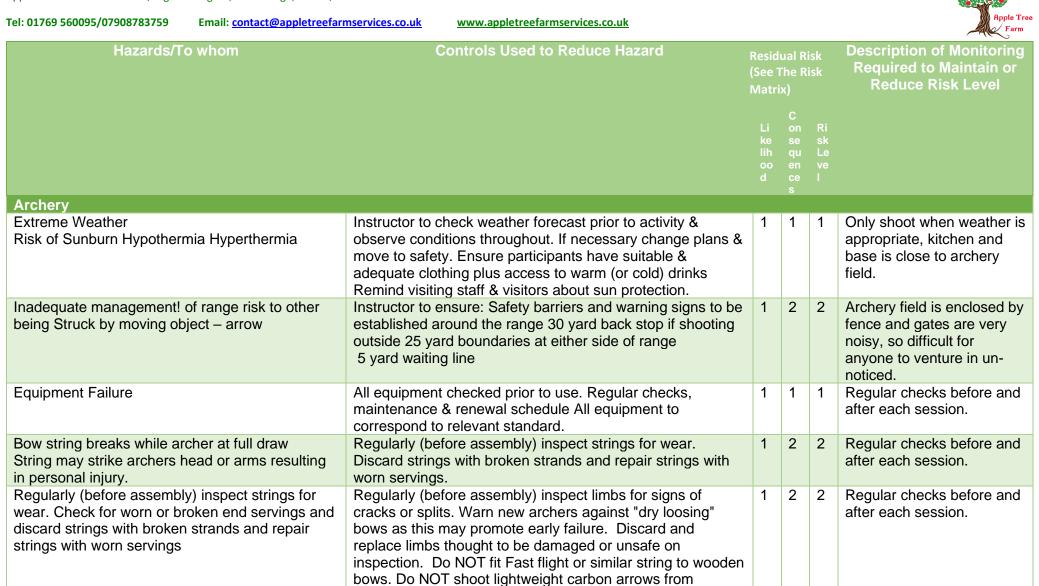


Hazards/To whom	Controls Used to Reduce Hazard		dual I The I rix) C on se qu en ce s	Risk	Description of Monitoring Required to Maintain or Reduce Risk Level
Activities in the Wild Life Area and Den Fire Pit Burns caused by contact with fire, flying embers,	Fire pit must only be lit by members of farm staff and must always be supervised whilst lit. Visitors are assessed as being capable of following instructions and on their ability to carry out activities safely around the fire. Visitors are briefed to never run around the fire pit or anywhere in The Den area. Visitors who show any signs of being heightened will be distracted and removed away from The Den. Seating area around the fire is to be kept at a permanent safe distance and visitors briefed not to stand any closer to the fire.	2	2	4	Two FULL clean buckets of water must ALWAYS be present at The Den when the fire is in use. No water, no fire.
Cuts, grazes, stab wounds to self and others due to working with knives and wood carving tools	Visitors are assessed on their ability to follow instructions to use knives under close supervision. Should they show any signs of not being compliant with instructions and assistance then activities will no longer be carried out involving the safe use of knives. Tool safety and suitability is to be constantly checked and maintained to a high standard.	2	4	6	
Nettles/Hedges/Spikes getting stung, rash or an allergic reaction Trips and falls over Tree roots	Highlight to visitors the various plants to avoid within the site. Introduce and remind visitors of working in safe bubble and of the no running rule. Highlight that the visitors need to take their time and be aware of their surrounding area and to risk assess		1	1	

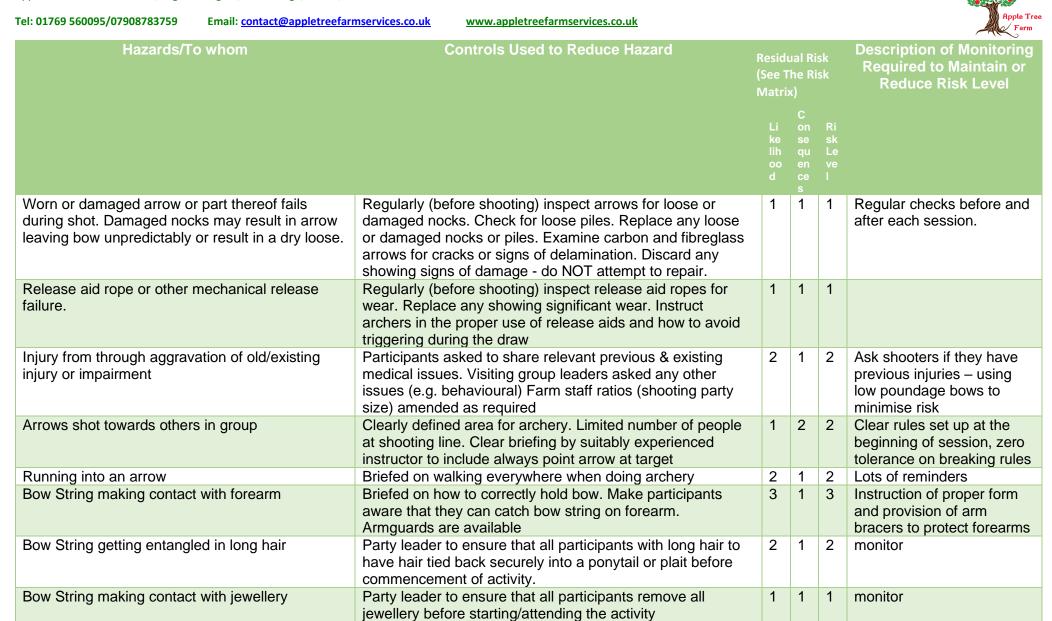
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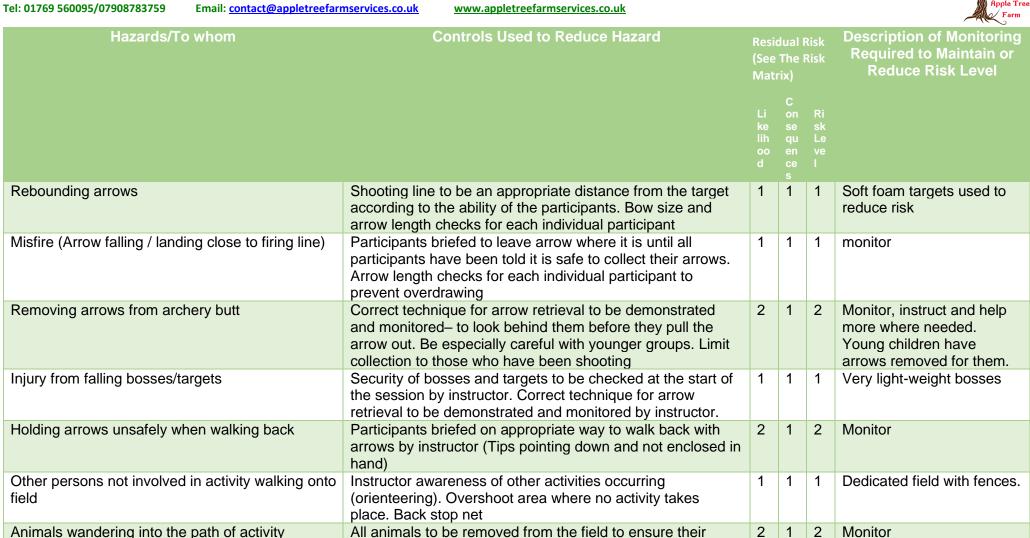


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Walking into low hanging branches and trees and sustaining cuts, bumps, or a more serious injury including a puncture of some kind	Introduce and remind visitors of working in safe bubble and of the no running rule. Highlight that the visitors need to take their time and be aware of their surrounding area and to risk assess.	1	1	1	
Tripping or tumbling over uneven ground. Leading into a serious injury such as broken bone, twisted ankle, head injury, cuts, bumps and bruises	Introduce and remind visitors of working in safe bubble and of the no running rule. Highlight that the visitors need to take their time and be aware of their surrounding area and to risk assess.	1	1	1	
Toilet access Visitors needing to use toilet facilities during session	Ensure that visitors attend to toileting needs prior to session/Adults to accompany visitors to and back from toilet	1	1	1	
Visitors may come across objects not suitable to the environment; litter, glass, animal faeces and other objects	re – session check of the sight to remove any unpleasant/unsuitable items from the environment.	1	1	1	
Visitors not fully understanding the risks	Ensure there is a supervisor allocated to visitors that are either SEND or being investigated for SEND Discuss with SENDCO about access to some activities based on risk	1	1	1	
Access to main road from den area	Fencing to be checked before sessions and regularly every day. Gaps identified must be blocked immediately.	2	2	4	



wooden bows.



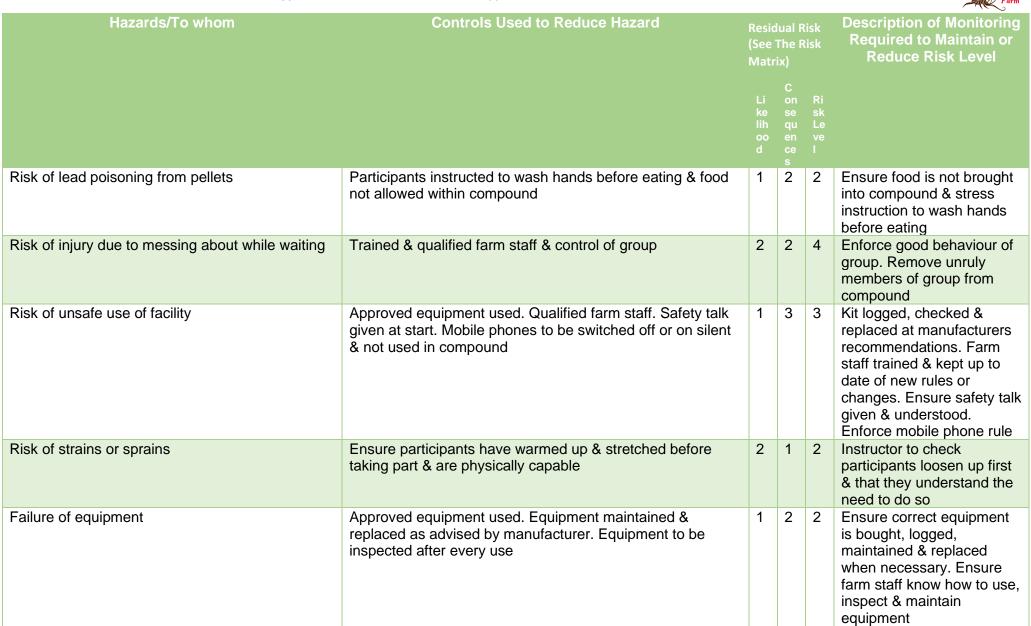




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Sensory Room					
Fibre optics – choking, poking, strangulation, whipping, splinters from glass fibre if fibre optics are broken. Hazard to all.	Fitters to ensure no cables are left to become a danger to users. Management to conduct regular safety inspections. All those using the sensory room are to be supervised by a member of farm staff or responsible carer to ensure equipment is not misused. Sensory room to be locked when not in use.	1	1	1	Safety advice to be provided with terms and conditions of use. Farm Staff to be aware of who is using the sensory room at all times.
Projector, mirror ball, spotlight – causing nausea or dizziness, epilepsy. Overheating Hazard to Guests with epilepsy Guests with challenging behaviour (could pull equipment off wall etc)	All those using the sensory room are to be supervised by a member of farm staff or responsible carer to ensure equipment is not misused. Sensory room to be locked when not in use. Panel must be used for the purpose that it is meant only. Understand the requirements of the guests using the sensory room and the nature of their disability. Turn appropriate equipment on, e.g. do not have the mirror ball on if it is likely to cause a guest to have a fit.	1	3	3	If a guest is presenting challenging behaviour all 'hard' furnishings should be removed before they enter. Farm staff should not be the sole responsible adult in the sensory room with children or vulnerable adults when they are presenting challenging behaviour. A carer or second member of staff should always be present.
Soft furnishings – falling off especially when hoisting chair user onto them, getting stuck underneath. Hazard to all	All those using the sensory room are to be supervised by a member of farm staff or responsible carer to ensure equipment is not misused. Sensory room to be locked when not in use.	1	1	1	Farm Staff to be aware of who is using the sensory room at all times.
Smoke machine – risk of reduced visibility in the room and trips and falls. Risk of slips due to spilt smoke fluid. Risk of toxic substances in the smoke.	Smoke fluid for the machine to be compliant with EH REACH directive 91/155/EC. Terms and conditions of sensory room use to state recommendation to keep usage to a minimum for the desired effect in the room. Farm staff to be remain responsible for refilling of the machine. No smoke fluid to be left unlocked in the room.	1	1	1	Terms and conditions of use to be provided with every booking.
Infrared heaters – risk to all of burning and overheating	Terms and conditions of sensory room use to contain information about appropriate use of the heathers including	2	2	2	

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	cut off switch. Signs to be placed near heaters warning of				
	their function and risk of burning.				
Blinds on windows – risk of choking on string and	Strings to remain attached to the wall to avoid possibility of	1	1	1	
trips and falls due to blackout and reduced	choking. Children must always be monitored by farm staff or				
visibility.	carers in the sensory room				

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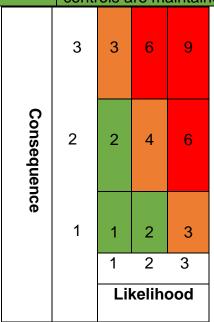
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The Risk

6-9	Unacceptable – Take immediate action
3-4	Tolerable – Look to improve
1-2	Acceptable – No further action, but ensure
	controls are maintained



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Likelihood		Consequence	
Likely	3	Major Injuries	
		e.g.; loss of limb, paralysis, death	
Fairly	2	Requiring Medical Assistance	
Likely		e.g.; cuts needing stitches, broker	
		bones	
Unlikely	1	Minor First Aid	
		e.g.; grazes, minor cuts	



