

## Health and Safety Guidelines for School Visits

We hope that you have an enjoyable and worthwhile trip to Eden. We have identified below the main hazards that could affect your visit and we ask that you co-operate fully with us to ensure the safe running of your trip. Please study the guidelines below and feel free to contact us if you have any concerns or feedback.

### General Safety Measures

- School staff responsible for the supervision, welfare and behaviour of children at all times. Adult leaders should be aware of specific medical or behavioural conditions affecting group members.
- It is the lead teacher's responsibility to ensure that staff and children are fully briefed.
- Staff and children are divided into small groups to explore the site. If older children (12+) are allowed to explore independently in small groups adult leaders should set up regular rendezvous.
- All adult leaders should carry a list of the children in their group, and a comprehensive list of all staff and children present at Eden from their school.
- Eden Team trained in on-site emergency procedures, safeguarding and in dealing with vulnerable persons.
- Highly trained stewarding team with site-wide radio communications.
- Onsite paramedic and a large number of trained first-aiders.
- As far as possible all school groups are met, given an introduction to Eden which includes a health and safety briefing, and provided with a base room.
- In case of emergency teachers and pupils should contact a member of the Eden Team.
- YHA Eden Project provides emergency procedures and contact for residents.

Location	Description of Hazard	Like-lihood	Seriou-ness	Control measures in place
Site-wide	Personal injury through slips, trips & falls.	Med	Low	<ul style="list-style-type: none"> <li>• Daily inspection of paths, steps etc.</li> <li>• Mentioned in introductory briefing re appropriate behaviour on site.</li> </ul>
Lakes, ponds, drainage ditches	Possibility of drowning	L	High	<ul style="list-style-type: none"> <li>• Life buoys present.</li> <li>• Eden team to give verbal warning if inappropriate behaviour spotted.</li> <li>• Additional vigilance from school staff out of hours.</li> </ul>
Rainforest Biome	Heat exhaustion	L	M	<ul style="list-style-type: none"> <li>• Schools advised on appropriate clothing and drinking water.</li> <li>• Emergency cool room, help points and drinking fountains in Biome.</li> </ul>
Site-wide	<ul style="list-style-type: none"> <li>• Allergic reaction to plants due to touch</li> <li>• Poisoning due to ingestion of poisonous plants</li> </ul>	L	M	<ul style="list-style-type: none"> <li>• Verbal warning given in introduction.</li> <li>• Signage discourages picking and touching plants.</li> <li>• Eden hazardous plants manual provides reference in emergency.</li> </ul>
Site-wide	Personal injury from traffic/land-train	L	H	<ul style="list-style-type: none"> <li>• Verbal warning given in introduction.</li> <li>• Site-wide vehicle speed restrictions.</li> <li>• Large vehicles escorted on-site.</li> <li>• Signage clearly indicating land train route.</li> </ul>

Land train	Injury from falling off the landtrain	L	H	<ul style="list-style-type: none"> <li>• Students instructed to remain seated whilst the vehicle is in motion.</li> <li>• At least one school staff member will ride on each carriage.</li> </ul>
Education workshops	<ul style="list-style-type: none"> <li>• Allergic reaction to products used in schools workshops</li> <li>• Food hygiene issues.</li> </ul>	L	H	<ul style="list-style-type: none"> <li>• No nuts included in any of the products used.</li> <li>• Food transported/stored in airtight containers.</li> <li>• Verbal check with staff and students prior to using face paint.</li> <li>• Verbal warning to teachers/children.</li> </ul>
Site-wide	Possibility of abduction/assault by member of the public	L	H	<ul style="list-style-type: none"> <li>• On site Emergency and Vulnerable persons procedures and Safeguarding Policy.</li> <li>• All education staff DBS checked.</li> <li>• School staff responsible for location of their group at all times.</li> </ul>
Workshops Challenges and Evening Activities	Possibility of injury whilst students are engaged in workshop or adventurous activities	L	M	<ul style="list-style-type: none"> <li>• Each workshop is carefully planned in advance.</li> <li>• Each workshop is risk assessed and has control measures in place – individual RAs available on request.</li> <li>• Leaders will instruct students how to behave, school staff will assist.</li> </ul>
Evening meal and activities	Possibility of losing pupils on site whilst it's dark	L	M	<ul style="list-style-type: none"> <li>• Staff will escort their students at all times out of hours, and count them at regular intervals.</li> <li>• Eden staff to be alerted immediately if anyone is missing.</li> <li>• Out-of-hours activity leaders first-aid trained.</li> </ul>
Ice rink and surround	Possibility of personal injury due to slips, trips and falls. Cuts and injury from ice-skates	M	M	<ul style="list-style-type: none"> <li>• Suitable skating boots provided, checked and maintained regularly by trained staff.</li> <li>• Suitable ratios of on-ice staff focused on behaviour and safety of all.</li> <li>• Verbal safety briefing to groups.</li> <li>• Appropriate clothing guidelines.</li> <li>• Non-slip matting on relevant flooring areas.</li> <li>• Area regularly inspected to address pooling water or other hazards.</li> </ul>
YHA Eden Project	Students and staff will be looked after by YHA staff whilst on YHA premises – comprehensive health and safety information is made available to those booked to stay at YHA Eden Project.			