

Sample risk assessment

This risk assessment is designed to help farmers assess their premises in relation to farm visits. You must make sure you cover all the significant risks on your premises even if they do not appear on this generic risk assessment. This form should not be used for other purposes, nor should it be used to assess the farm as a workplace. Employers with more than five employees must have a written Health and Safety Policy Statement and must record significant findings of their risk assessment. You must write your own Risk Assessment for your farm, each farm is unique.

Farm name:	Telephone:
Address where visit will take place: Postcode:	Email:
	Website:
	Grid reference:
Date of Risk Assessment:	Time of Risk Assessment:
Carried out by:	Signature:

<p>Checklist:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Sufficient access for visitors' vehicles (cars, coaches etc.) with one-way system or turning area <input type="checkbox"/> Areas out of bounds marked off <input type="checkbox"/> Hand washing and boot washing point provided, and clearly signposted <input type="checkbox"/> Fire equipment easily accessible <input type="checkbox"/> The school or visiting group will provide a trained first-aider on site during the visit <input type="checkbox"/> Clear contingency plans are in place in the event of an emergency, or unsafe behaviour amongst visitors <input type="checkbox"/> Insurer has been informed and farm has adequate public liability cover <input type="checkbox"/> Teacher or visit organiser has attended a pre-visit and discussed safety and group management
--

Summary (to be completed after the assessment)			
Is more information required?	Yes/No	More HSE guidance notes are available at www.hse.gov.uk/agriculture/topics The code of practice for safety on farm visits www.visitmyfarm.org/component/k2/339-industry-code-of-practice	
Authorised by: (Signature)		Acceptable: (for all beneficiary groups?)	Yes/No
Print name:		Further action required:	Yes/No
<p>Further action required: Risk Assessment to be discussed with teacher or visit organiser on pre-visit. At the start of any visit a health and safety talk will be given to the whole group.</p>			

What are the hazards?	Who might be harmed and how?	What are you already doing?	What further action is necessary? <i>Suggestions below</i>	Action by whom?	Action by when?	Done
Car park – moving vehicles	Visitors – physical injuries, falls from getting in and out of cars, mini bus or coach. Visitors struck by vehicles		Coach parks in car park. Staff to maintain proper control on the bus/coach. Children stay on bus until instructed to get off. Supervision of car park. One way systems. Maintain surface of parking area e.g. avoid pot holes.			
Discipline and visitor behaviour	Visitors		Pre-visit discussion with teacher or visit organiser regarding roles and responsibilities and supervision.			
Public access/roads & vehicle movements	Visitors entering farm on foot; passing from one part of farm to another struck by vehicles		Barriers. Signs on road to alert traffic. Supervision of farm entrance. Divert route to avoid hazard. Provide safe transport e.g. tractor & trailer, segregate vehicles & pedestrians.			
Lost or disorientated visitors	All visitors - wander into unsafe areas		Regular head counts. Signage. Ensure visitors know what to do if they get separated from the group.			
Trailer rides	Visitors on a tractor and trailer ride – physical injuries: falling; being crushed or run over		Suitable trailer (<i>See HSE agricultural information sheet AIS 36; requirements for on road use of trailers carrying passengers are more onerous and further advice should be sought</i>) www.hse.gov.uk/pubns/ais36.pdf Trained & competent driver. Tractor/trailer maintained. Supervision.			
Farm vehicles and machinery (not part of a demonstration)	All visitors – physical injury struck by moving vehicles or machinery		Do not carry out vehicle movements during farm visit. If absolutely necessary ensure vehicles & pedestrians segregated. Provide safe access routes to avoid vehicles. Avoid holding tours at busy times e.g. silage-making. Brief contractors and delivery companies that there will be children / visitors on site.			

What are the hazards?	Who might be harmed and how?	What are you already doing?	What further action is necessary? <i>Suggestions below</i>	Action by whom?	Action by when?	Done
Workshop activities	All visitors - physical injury from slips, trips and falls		Prevent access to workshop			
Uneven ground, steep paths	Visitors on nature trails, farm walks – slips, trips and falls		Choose a safe route or path – walk and check route for hazards. Cordon off problem areas. Warn visitors before setting off. Signage. Check during pre-visit that all members of the group are fully mobile and capable of walking the chosen route			
Slurry pits	All visitors – slips, trips, falls; drowning.		Prevent access and ensure adequate fencing to HSE AIS9 standard. www.hse.gov.uk/pubns/ais9.pdf Supervision. Signage.			
Sheep dipping baths	All visitors – drowning.		Prevent access and keep dips securely covered. Supervision.			
Silage pits	All visitors – falls from height; Contamination with manure.		Prevent access – area to be roped off when not full. Supervision. Signage. Supervised hand washing.			
Manure & compost heaps	All visitors – contamination with manure.		Prevent access. Supervision. Signage. Supervised hand washing.			
Ponds and water courses; zoonoses – Weil's disease	All visitors – drowning; contamination with infective agent from contact with water.		Prevent access. Divert route to avoid water course - signage (at entrance and near water course). Washing facilities. (see later for pond dipping).			
Fences and gates; Electric fences	Visitors physical injuries – cuts, grazes etc. Contamination of visitors from touching farm animals or contaminated surfaces followed by ingestion of micro-organisms. Electric shock from touching live fences.		Maintenance of fences & gates. Regular cleaning to prevent contamination with manure. Provide hand washing facilities (See Industry Code of Practice). www.visitmyfarm.org/component/k2/339-industry-code-of-practice Information & signage. Double fencing. Cover barbed/electric wire at viewing point. Switch off fence.			

What are the hazards?	Who might be harmed and how?	What are you already doing?	What further action is necessary? <i>Suggestions below</i>	Action by whom?	Action by when?	Done
Barns and yards – bale & fertiliser stacks; unsecured tractor wheels, pallets, boxes etc.	All visitors – struck by falling objects, injuries due to climbing/falling.		Check stacks are secure & restack if required. Prevent access. Prohibit climbing on stacks (see later for supervised bale-climbing) Remove hazardous objects, tripping hazards etc. Store wheels/tyres etc. safely			
Grain silos, bins and stores	All visitors – inhaling harmful grain dust; physical injury from falls; entrapment/ suffocation.		Prevent access to grain stores/bins. Cover intake pits. Supervision. Signage. Remove access ladders on bins or make safe.			
Milking parlour	Visitors at milking demonstration – slips on wet surfaces. Contamination with manure/slurry.	See hand washing checklist	Clean parlour prior to visit. Supervised hand and boot washing must be provided. Designated viewing area/access routes. Supervision. Signage on steps, etc. Remove any trip hazards.			
Shearing activities Electricity zoonoses – such as orf, E coli O157, Cryptosporidiosis, etc.	Visitors and staff/helpers at shearing demonstration; electric shock or burns; tripping on wires; contamination with manure/dung.		Maintenance of electrical equipment & systems. Use RCDs on sheep shears. Regular cleaning of area. Designated viewing areas. Wires out of passageways. Hand washing facilities.			
Static machinery (tractors, harvesters, cultivation equipment, ATVs)	Visitors climbing on and playing with machinery displays – physical injury from contact with dangerous parts e.g. spikes or falls from height.		Static machinery must be supervised. Keys must be removed. Remove/protect sharp edges & dangerous parts. Signage. Park machinery safely e.g. Lift trucks & loader tractors with buckets/spikes on the floor.			
Working machinery (e.g. bale-wrapping, spraying, feeding or bedding animals with machines etc.)	Visitors viewing machinery demonstrations: physical injury from contact with dangerous parts.		PTO shafts & other dangerous parts must be guarded. Cordon off demonstration area. Signage and supervision. Staff/helper training. Remove keys & park safely when not in use. No chemicals may be sprayed No riding on machines permitted.			

What are the hazards?	Who might be harmed and how?	What are you already doing?	What further action is necessary? <i>Suggestions below</i>	Action by whom?	Action by when?	Done
Zoonoses including E coli O157, Cryptosporidiosis, Brucellosis, Tuberculosis, Chlamydia abortus (sheep afterbirth), orf, ringworm	Visitors feeding, petting or stroking calves, sheep, lambs, pigs, piglets, goats, kids, horses, foals or contact with their dung, contaminated surfaces, fences, & pens; contamination of boots. Pregnant women (C abortus).	Do your hand washing facilities include the following: Enough basins/points <input type="checkbox"/> Liquid soap <input type="checkbox"/> Paper towels <input type="checkbox"/> Running warm water <input type="checkbox"/> Accompanying adults will supervise Visitors will be encouraged to wash their hands thoroughly by: (enter person's name)	Select healthy stock. If visitors touch livestock or fencing, hand-washing facilities must be provided. Locate facilities at exit of animal contact area. Signage and supervision by trained staff/helpers must be provided. Explain to visitors they cannot put their hands in their mouths, smoke, eat or drink before washing their hands because of the risk of infection. Animals in contact area should be clean and healthy (no scouring, dags) (<i>See the Industry Code of Practice Preventing or controlling ill health from animal contact at visitor attractions</i>) www.visitmyfarm.org/component/k2/339-industry-code-of-practice Pre visit discussion with teacher / visit organiser regarding supervision of hand washing. Teacher / visit organiser given a copy of "Code of Practice- Advice for teachers" on pre-visit. Cuts on hands to be covered by a waterproof plaster.			
Poultry – Psittacosis (dust from faeces), Chlamydia psittaci;	Visitors petting hens, chicks; feeding the chickens, pecked, scratched.					
Sheep, pigs, horses, cows, goats.	Visitors entering animal pens; feeding the animals; herding animals; performing simple farmyard tasks, contamination with dung, trampled; crushed; bitten; kicked; butted.		No visitor access to animal pens. Fingers or hands must not be put through the railings or pen fencing. Warn visitors of the dangers of walking behind an animal. Explain to visitors that sudden sounds or movement may frighten animals. Use signage and supervision by trained staff/helpers. Prohibit feeding. Restrict access by providing double fencing. Move less docile animals away from visitor area.			

What are the hazards?	Who might be harmed and how?	What are you already doing?	What further action is necessary? <i>Suggestions below</i>	Action by whom?	Action by when?	Done
Manure and faecal seepage – E coli 0157	Visitors viewing animals or entering livestock sheds walking through manure; touching manure on gates/walls/partitions, contamination on shoes, laces, pushchair wheels; slips, trips and falls.		No access to collecting yards. Clear areas of accumulated dung, faecal seepage. Define pathways and keep clean. Clean gates, partitions. Apply fresh bedding before visit. Provide facilities to allow cleaning of contaminated footwear etc. Change boots and then wash hands before leaving farm.			
Chlamydomphila abortus	Pregnant women		Although main time of risk is at lambing, many of the other zoonoses can be a higher risk during pregnancy - it is good practice for pregnant women not to attend farm visits.			
Inclement weather	Visitors		Pre-visit discussion with teacher / visit organiser regarding appropriate clothing. Plan B in place if weather prohibits planned farm tour / activities.			
Farm pets – dogs and cats	All visitors, especially children – bitten; scratched; toxoplasmosis through stroking, petting.		Keep pets indoors away from visitors.			
Fuel storage tank	All visitors – personal contamination, fumes, burns.		Keep fuel tank locked. Prevent access e.g. remove ladder. Supervision.			
Animal feeds	All visitors – ingestion of feeds or contamination with micro-organisms.		Prevent access to feed stores. Supervision of feeding animals. Washing facilities.			

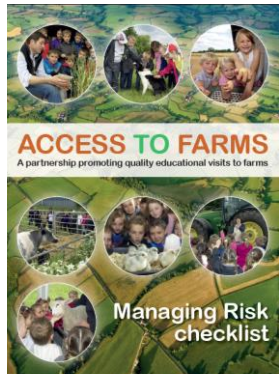
Flora and fauna	Visitors on farm walk/nature trail – ingestion of poisonous fruits, berries etc. Nettle stings, bramble scratches etc. Wasp/bee stings. Hay fever. Tick bites / Lyme Disease		Check routes beforehand. Supervision. Warn visitors before setting off. Avoid known hazards on route. Check with teacher / visit organiser regarding allergies. Suggest at pre visit that everyone wears long sleeves and trousers			
-----------------	--	--	--	--	--	--

What are the hazards?	Who might be harmed and how?	What are you already doing?	What further action is necessary? <i>Suggestions below</i>	Action by whom?	Action by when?	Done
Electrical equipment – saw benches, heavy plant (not part of display)	All visitors – physical injury from contact with dangerous parts.		Equipment stored or locked away and not used during visit/event. Restrict access. Fit guards to those on display. Disconnect power supply and make safe.			
Ponds, streams for pond dipping	Children – drowning, slips, falls, cuts, grazes		Supervision. Avoid deep water and fast-flowing streams. Safe access point/barrier to prevent falling in. Hand washing. Supervision			
Bale stacks for bale-climbing	Children – falling, asthma, allergic reactions, entrapment		Supervision. Signage. Designated area with purpose-built stack.			
Chemical and veterinary products	All visitors – ingestion of harmful chemicals, breathing vapour or skin contamination.		Chemical and veterinary products must be locked away in a suitable store. Access to store prohibited.			
Food, refreshments	Visitors		Designated eating areas where contact with animals prevented. Wash hands thoroughly before eating or drinking. Children must be supervised by adults whilst hand washing.			

Please refer to the following documents when undertaking your risk assessment – they are available to download at www.visitmyfarm.org/component/k2/content/2-healthandsafety

Access to Farms:

Managing Risk Checklist

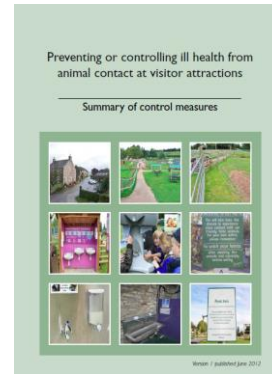


Industry Code of Practice: Preventing or controlling ill health from animal contact at visitor attractions

Version 2 (updated March 2015)



Summary of control measures



Advice to teachers

