

Risk Assessment Guidelines

Please find below a list of potential hazards, which you may encounter during your visit. Whilst we are happy for you to use this information to assist you in carrying out your risk assessment of our site, we would highlight that these are guidance notes only. Responsibility for carrying out a full risk assessment for your school's visit to Newquay Zoo remains with the school and under no circumstances should these notes be used in place of that assessment. A free Risk Assessment planning visit for two members of staff can be booked using the contact details below.

For the purposes of child safety, please also be aware that other zoo visitors may put themselves in a position whereby they can interact with schoolchildren. Please ensure that children are supervised at all times, particularly during peak periods, as the zoo can get very busy. All zoo staff are familiar with the

procedures for dealing with lost children, however we advise that pupils are made aware of what to do and where to go if they become separated from their group.

The Zoo has a qualified First Aider on site dedicated to supporting our visitors. First Aid staff can be contacted via the Front Office. First Aid supplies and the Accident Book are kept in the First Aid Hut near the Front Office. They can also be contacted by telephoning reception on 01637 873342

For further information, to make a booking, or to arrange your free planning visit please contact us on **01803 697510** or email us at **NZEducation@wildplanettrust.org.uk**

Hazard	Associated Risk	People at Risk	Hazard Zone	Zoo's control measures	School responsibility
Car park traffic	Collision, serious injury, death	All group	Low risk	Coach drop off outside main entrance provides direct, safe pedestrian access to the Zoo.	Supervision of students.
Traffic within Zoo grounds	Collision	All group	Low risk	Goods vehicles prohibited within Zoo during opening hours. Zoo vehicles observe strict limit of 5mph.	School staff to make sure students are aware of possibility of traffic within grounds.
Climbing on or jumping over railings, fencing, walls, seating, trees, pillars, posts etc	Risk of injury from falling	All group	Low risk	Safety notices where relevant.	Appropriate supervision of students by school staff.

Hazard	Associated Risk	People at Risk	Hazard Zone	Zoo's control measures	School responsibility
Ponds, lakes, and streams	Risk of drowning, injury by animals	All group	Low risk	Physical barriers in place.	Appropriate supervision of students by school staff.
African Savannah boardwalk	Risk of falling	All group	Low risk	Boardwalk fitted with safety rails and inspected regularly	Appropriate supervision of students by school staff.
Uneven surfaces, wet leaves and mud	Slips, trips, falls, grazes, sprains, bruises.	All group	Low risk	Regular maintenance of pathways.	School staff to advise students to take care.
Zoo staff working with children	Child welfare	Children	Low risk	All Education staff have valid DBS and wear official ID.	School staff to remain with students during teaching session.
Zoo animals	Entering or reaching into enclosure, injury from unsupervised contact – bite, allergic reaction, serious injury, death.	All group	Low to medium risk	Physical safety barriers. Warning signs. No feeding of animals. Rules in place for special supervised enrichment sessions. Please note that the likelihood of major injury or worse is zero to low under normal circumstances.	Appropriate supervision of students by school staff. School staff to make students aware.
Infectious microbes carried by zoo animals	Stomach upset, illness	All group	Low risk	Safety notices. Hand-washing facilities available.	School staff to encourage students to wash hands thoroughly before eating or drinking.
Animal handling (Village Farm)	Cuts, bruises from animals. Animal saliva and faeces present in the Village Farm	All group	Low risk	Safety notices. Hand-washing facilities available.	School staff to make students aware. School staff to encourage students ' wash hands thoroughly when leaving the Village Farm and before eating or drinking.



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Hazard	Associated Risk	People at Risk	Hazard Zone	Zoo's control measures	School responsibility
Free-ranging animals (including peafowl and guinea fowl)	Injury from animals – biting, pecking. Trips.	All group	Low risk	Safety notices around Zoo.	School staff to make students aware.
COVID virus	Coronavirus can cause a range of symptoms, from no/mild symptoms to acute respiratory distress and death	All group	Low risk	Signage in place to remind guests of hygiene and current guidelines, hand sanitiser dispensers at frequent intervals. Contactless arrival procedure and payment whenever possible. Educational sessions in classrooms may lead to close proximity, so zoo staff member may choose to wear mask.	Supervision of students by staff. Ensure frequent hand washing/sanitisation by all members of group during visit.
Animal escape	Risk of injury from animal.	All group	Low risk	Working procedures to avoid escape. Emergency procedures in place.	School staff to direct students into the nearest building.
Outdoor Play areas	Slips, trips and falls. Equipment failure.	All group	Low risk	Age restrictions. Supervision notices. Regular maintenance checks.	Appropriate adult supervision of students.

Hazard Zone Matrix

Hazard zones are determined by considering the severity of a possible injury and the possible likelihood of its occurrence with control measures in place and with school responsibilities upheld.

Severity of injury	Likelihood of injury				
	Not likely (1)	Possible (2)	Quite possible (3)	Likely (4)	Very Likely (5)
No injury or illness (1)	1x1=1 Minor	1x2=2 Minor	1x3=3 Minor	1x4=4 Minor	1x5=5 Acceptable
Minor Injury or illness (2)	2x1=2 Minor	2x2=4 Minor	2x3=6 Acceptable	2x4=8 Medium	2x5=10 Medium
Lost time, Injury or illness (3)	3x1=3 Minor	3x2=6 Acceptable	3x3=9 Medium	3x4=12 Medium	3x5=15 High
Over 7 day injury or illness, major injury (4)	4x1=4 Minor	4x2=8 Medium	4x3=12 Medium	4x4=16 High	4x5=20 High
Fatality, disabling injury or illness (5)	5x1=5 Acceptable	5x2=10 Medium	5x3=15 High	5x4=20 High	5x5=25 High

Low Risk (Minor or Acceptable) 1-6 Medium Risk (8-12) High Risk (15-25)



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