



## RISK ASSESSMENT FOR EDUCATIONAL VISITS

This risk assessment may be used as a model for your own. It is not intended as a substitute for an exploratory visit by the group leader. Free exploratory pre-visits can be arranged by contacting the Education and Conservation Manager on [education@isleofwightzoo.com](mailto:education@isleofwightzoo.com). This risk assessment should be used in conjunction with the IOW Zoo Code of Conduct for Visiting Groups, which can be found on the last page of this document.

<b>Assessor:</b> Charlotte Corney, Director	<b>Assessment date:</b> December 2017
<b>Location:</b> Public areas	<b>Review Date:</b> December 2018

Hazard	Associated risks	Who is at risk?	Action required to control risks:	Responsibility:
Moving vehicles in car park	Injury to fatality	All group	<ul style="list-style-type: none"> <li>Supervision</li> <li>Group should stay clear of vehicle entrance/exit</li> </ul>	Group leader, teachers, adult helpers
Dangerous animals	Risk of being bitten or scratched	All group	<ul style="list-style-type: none"> <li>Pupil briefing on zoo Code of Conduct (see last page of this risk assessment document) by group leader.</li> <li>Safety barriers in place</li> <li>Feeding of animals is prohibited</li> </ul>	Group leader, teachers, adult helpers  Zoo management Group leader, teachers, adult helpers
Uneven paths	Medium - slips and trips	All group	<ul style="list-style-type: none"> <li>Pupil briefing by group leader about the need to walk carefully around zoo grounds.</li> </ul>	Group leader, teachers, adult helpers

General public	Child welfare risk	Children	<ul style="list-style-type: none"> <li>Regular head counts</li> <li>Lost children are taken by zoo staff to the zoo shop.</li> </ul>	Group leader, teachers, adult helpers
Climbing on fences, walls, seating, raised garden areas	Risk of injury from falling	Children	<ul style="list-style-type: none"> <li>Safety notices where relevant</li> <li>Adequate supervision</li> </ul>	Zoo management Group leader, teachers, adult helpers
Water in water features	Risk of Drowning	Children	<ul style="list-style-type: none"> <li>Fence around pond</li> <li>Adequate supervision.</li> </ul>	Zoo management Group leader, teachers, adult helpers.
Contact with animals and animal artefacts	Risk of accidental injury or of contracting disease (zoonoses)	All group	<ul style="list-style-type: none"> <li>Antibacterial gel provided by zoo. Application to be supervised by teachers.</li> <li>Thorough hand washing using soap and water. Young children should be supervised by school staff when washing their hands.</li> <li>Touching of animals by children should be supervised by school staff.</li> <li>Children under 5 years old and pregnant women should avoid touching animals.</li> <li>For taught sessions involving animal handling pupils will be briefed and supervised by zoo staff/volunteers.</li> <li>Appropriate species selected for handling.</li> </ul>	Zoo management, zoo education staff, group leader, teachers, adult helpers  Group leader, teachers, adult helpers  Group leader, teachers, adult helpers  Zoo management  Zoo management



## **Code of Conduct for Visiting Groups**

We want you all to have an enjoyable visit to the IOW Zoo. Please remember that this is our animals' home. They can be distressed by loud and excitable behaviour so please ensure that you move around the zoo calmly.

Behaviour, discipline and welfare of students are the responsibility of the group leader at all times whilst inside the zoo.

Educational groups are required to bring a minimum of 1 member of staff per 10 students.

**We ask that you observe this adult-student ratio at all times in the zoo. Failure to observe this rule may result in the group being requested to leave without refund.**

**No student is to be left unaccompanied during your visit. All students must be closely supervised at all times.**

Please report accidents or emergencies to the gift shop staff.

Equipment in the play area is designed for young children (up to age 11) and should be treated with respect. Group leaders are requested to limit the number of children using the equipment at any one time and to supervise them closely to avoid accidents and breakage.

***Please share these important rules with your students:***

- Please stay with an adult at all times.
- Please remain behind safety barriers. Do not climb onto or over them.
- Please show respect to the animals. Do not shout at them, poke them or throw things at them.
- Please also show respect to other visitors. They want to have a nice day out, too.

- Please do not feed the animals - this can make them ill.
- Walk, don't run - to avoid accidents. Running also distresses the animals.
- If you touch any of the animals in the animal encounter zones wash your hands afterwards to prevent the transfer of disease.