

VISITING SCHOOLS SECTION

While Schools are VERY welcome and actively encouraged to visit the Ploughing Match they MUST appreciate that this is a working environment and there are many hazards. The Committee urge all School Staff to discuss in detail what children are likely to see and how they should keep them, their helpers and the children safe. While this list is as comprehensive as possible Staff should be aware that there may be others that are unforeseen.

HAZARD	CONTROL MEASURES IN PLACE	HARM (A) e.g. 2	LIKELIHOOD (B) e.g. 2	RISK (A X B) e.g. 4
Arrival on site Departure from Site	All buses/coaches will be given and directed to a designated drop off and collection zone away from most other traffic where possible. If schools are attending by minibus and intend to use the main car park children must be alerted to the danger of moving traffic.	2	2	4
General Public	Members of the public will be walking all over the site so Schools must ensure they have a good ratio of staff/adults to children, appropriate to their age, to ensure further safety.	1	3	3
Vehicle hazards, reversing, manoeuvring, loading/unloading (Ploughing Competition)	Moving machinery e.g. tractors turning will have notices warning children and adults to take care when passing. Staff should ensure children are aware of these as they walk around the site. Children should be further alerted to tractors as they turn round at the end of each strip of ploughing and lift ploughs high in the air so they need to be kept at a safe distance at all times	3	3	9
Slipping hazards	Conditions underfoot may vary according to the weather. Staff must encourage children to wear appropriate footwear – trainers for dry days and wellingtons for wet	1	3	3

	days. Staff must be aware that children may get muddy if they trip or fall			
Tripping hazards, trailing cables and any object/article e.g. tent pegs, that could cause trips or falls	Trailing cables and pipes are kept to a minimum but are present at times. All adults must keep a watchful eye for these and tent pegs around all tents	1	3	3
Environmental hazards, noise, low/high temperatures, weather conditions, sunburn	Ensure suitable footwear and dress appropriate to the weather of the day	1	1	1
Falls from height and being struck by objects falling, thrown/flying or moving	Children MUST NOT climb on any machinery on display. They MUST NOT climb any gates on site.	2	2	4
Hedge-cutting Competition	This area is roped off and all children MUST remain behind the barrier as chain saws and axes are used. Adults must be aware that there may be flying debris and should ensure they stay a safe distance at all times	1	3	3
Electric shock, faulty or inappropriate electrical equipment or working near to exposed live conductors	Children should not touch any wiring at all times. There is very limited wiring on the site.	1	2	2
Hazardous chemicals, exposure to dust, fumes, flammable, toxic, irritant, corrosive	Not relevant to the Ploughing Match	0	0	0
Biological hazards, from animals/insects	Staff should be aware that there are only very limited hand-washing facilities in the porta loos. Cattle and sheep are present but MUST NOT be touched. It is recommended that staff provide children with wet wipes to clean their	2	2	4

	hands when necessary and especially before they eat their lunch.			
Fire/ Explosion/ Burns, flammable liquids/ gases, gas cylinders, ignition/heat sources	Any cylinders on site are kept away from public access	3	1	3
Moving parts of machinery	See above for ploughing and hedge-cutting. In addition some Display Stands have machinery with moving parts – children should look but not touch unless under the guidance of the Stand holder	2	2	4
Visiting Display tents	Staff to be aware that children will be mixing with the general public more closely so adequate supervision is necessary. There may be queues so children must be patient and take their turn. No running is allowed in any tent. Children must not touch any of the exhibits in any tent.	1	1	1
Toilet Facilities	These are spaced around the site. They will be shared with the general public so all children using them should be attended by an adult who can wait directly outside the door	1	2	2
Picnic Facilities	There will be one small designated tent where children may eat their lunch under cover. Lunch bags MUST not be left in here as the tent is not supervised. Staff may need to be fluid in the time they wish to use the tent as all schools cannot be accommodated at the same time	1	1	1
First Aid Facilities	A St. John's Ambulance Brigade ambulance is present on site for serious concerns. Staff are recommended to bring along a First Aid Kit for minor cuts and abrasions so that they can deal with this themselves.	1	1	1
Ill Children	There are no specific facilities for children who are taken ill – Staff are recommended to prepare for this possibility themselves and must carry a mobile phone and contact details for parents/ carers with them at all times. This may	1	1	1

	need to be delegated to adults with small groups if the school party splits up			
Inadequate information/ instruction/ training	Using the guidance in this section for schools will help to ensure that children have a safe experience at the Ploughing Match	1	1	1
Contacts	If Teachers have any concerns on the day of the Match they should report them to either the Secretary in the Secretary's Tent or to the Schools Co-ordinator or a member of the Ladies Committee In the Ladies Tent	1	1	1