

Friends of Barnes Common

Behaviour Risk Assessment: Children and Vulnerable Adults (to be used in conjunction with FoBC Generic Risk Assessment) Nov 2015

**Please note that whilst FoBC staff will assist in behaviour management, where appropriate, overall responsibility rests with the visiting Group Leader.** Sessions may be altered or terminated where deemed in the best interest of the group, or anyone involved.

**Barnes Common Contact for Group Visits: 0785 554 8404**

WHO IS AT RISK?	RISK	LEVEL	STEPS TO CONTROL	EMERGENCY PROCEDURES	OUTCOME
Students	Pupils running away	Medium	<ul style="list-style-type: none"> <li>• Adult always to be on the road side of the pavement when possible or calmer child</li> <li>• Any signs of frustration head back to school</li> <li>• Be observant of warning signs of excitement/frustration</li> <li>• High vis jackets worn</li> </ul>	<ul style="list-style-type: none"> <li>• Stay calm and use simple language for instructions</li> <li>• Group's Behaviour Management Plan</li> <li>• Parents /police or ambulance called if required.</li> <li>• School called</li> <li>• Mobiles carried</li> </ul>	Low
Pupils with a history of running/ wandering off	Running onto road escaping	High	<ul style="list-style-type: none"> <li>• Appropriate support for identified students provided by school or visiting group.</li> <li>• Vigilance by all adults</li> <li>• 'Crocodile' with designated adults at front and back of group</li> <li>• All FoBC staff to wear hi-vis throughout activities</li> </ul>	<ul style="list-style-type: none"> <li>• Person responsible for group to stay with group at all times whilst another adult follows the runner.</li> <li>• Parents /school /police or ambulance called if required.</li> </ul>	Low
Pupils with medical conditions	Seizures etc	Medium	<ul style="list-style-type: none"> <li>• Appropriate support for identified students provided by school or visiting group.</li> <li>• Medications/care plans to be carried</li> </ul>	<ul style="list-style-type: none"> <li>• Medication to be given</li> <li>• Parents/school and ambulance called if required.</li> </ul>	Low
Pupils with additional needs	Injury from biting, scratching, kicking or hitting.	Medium	<ul style="list-style-type: none"> <li>• Appropriate support for identified students provided by school or visiting group.</li> <li>• Students with challenging behaviours have behaviour management plans which will be followed</li> <li>• All staff aware of possible behaviours</li> </ul>	<ul style="list-style-type: none"> <li>• Injury assessed</li> <li>• First aid given if required</li> </ul>	Low
Students	Pupils being hurt whilst walking	Medium	<ul style="list-style-type: none"> <li>• High staff ratio</li> <li>• Staff observant for dangers</li> </ul>	<ul style="list-style-type: none"> <li>• Injury assessed – ring school if first aider is needed</li> </ul>	Low

			<ul style="list-style-type: none"> <li>• Walk at a steady pace</li> <li>• Follow basic road safety for all roads Children encouraged to walk quietly past dogs or pause to the side if dog seems unpredictable.</li> </ul>	<ul style="list-style-type: none"> <li>• First aid kit</li> <li>• Parents and ambulance called if required. Recorded on incident form.</li> </ul>	
Students	Risk of drowning (puddles and plant pots which fill with rain water)	Medium	<ul style="list-style-type: none"> <li>• Walk around site to assess risks.</li> <li>• High staff to student ratio</li> <li>• Avoid pond/boggy areas unless using for a specific activity</li> </ul>	<ul style="list-style-type: none"> <li>• Injury assessed</li> <li>• First aid given if required</li> <li>• Parents/school and ambulance called if required.</li> </ul>	Low
All students	Eating inappropriate items/plants-poisonous items	High	<ul style="list-style-type: none"> <li>• FoBC staff to identify and explain about plants, animals and re-inforce throughout sessions as appropriate</li> <li>• See FoBC Generic Environmental RA</li> <li>• Visiting group behaviour management plans in place</li> <li>• Appropriate pupil staff ratios</li> </ul>	<ul style="list-style-type: none"> <li>• First aid given if required</li> <li>• Parents /school and ambulance called if required.</li> </ul>	Medium/ Low
All	If ambulance called for serious accident/injury/fit	Medium	<ul style="list-style-type: none"> <li>• Appropriate support for identified students provided by school or visiting group.</li> <li>• Work in conjunction with visiting group's Action Plan</li> <li>• FoBC to carry mobile phones</li> </ul>	<ul style="list-style-type: none"> <li>• School and parents notified</li> <li>• Adult to go with student in ambulance</li> </ul>	Low
All	Inappropriate approach from member of public	Medium	<ul style="list-style-type: none"> <li>• Wear high vis jacket.</li> <li>• High adult to pupil ration.</li> <li>• No pupil left unattended at any time.</li> </ul>	<ul style="list-style-type: none"> <li>• Adult to hold hand with the students where required</li> </ul>	Low
All	Anger outburst / Dropping to floor (overwhelmed by new environment).	Medium	<ul style="list-style-type: none"> <li>• FoBC to work in conjunction with visiting group's behaviour management plan/golden rules etc</li> <li>• FoBC staff to be made aware of possible 'triggers' by visiting group leader in advance of visit</li> </ul>	<ul style="list-style-type: none"> <li>• Keep pupil safe from hurting themselves / others and call for assistance.</li> </ul>	Low
All	Hit by a vehicle	Medium	<ul style="list-style-type: none"> <li>• Travel training integrated into ALL FoBC education visits</li> <li>• Hands held as appropriate at all times when near road</li> <li>• Roads only crossed after road safety</li> </ul>	<ul style="list-style-type: none"> <li>• Ambulance rung</li> <li>• School rung</li> <li>• member of staff to go in ambulance</li> </ul>	Medium/ Low

			checks undertaken		
<p>Further Details:</p> <ul style="list-style-type: none"> <li>• All student details to be carried in medical bag by Leader of visiting group</li> <li>• FoBC have Qualified first aider present on all outings</li> <li>• First Aid box will be carried by visiting group</li> <li>• Accidents and injuries to be recorded in Incident Book</li> <li>• Staff to carry mobile phones and one staff member will be particularly responsible to call school/parents/ambulance if required.</li> <li>• When using Pavilion, both exits to be unlocked during activities. Hook and eye locks to be fitted at top and used as and when vulnerable/unpredictable students may 'bolt'. Where appropriate, students to enter and exit through 'front' door to avoid catching sight of the playground area</li> <li>• FoBC staff to wear hi-vis worn throughout activities with visiting groups</li> </ul>					

Signed \_\_\_\_\_ date \_\_\_\_\_