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| School Name: |  |
| Activity: | Safe use and maintenance of ponds |
| Completed by: |  |
| Hazards | Who is at risk? | Current Control Measures | Additional Requirements | Timescale |
| Poorly designed or slippery edges, falling in, unauthorised access, drowning. | PupilsStaff | Edges of the pond clearly visible an defined, with no steep or slippery banksDeeper zone positioned away from the edges where the pond is most often used. Taff must be able to access deeper areas in the event of an emergency.The depth should be kept as shallow as possible Maximum depth of pond; infants 60 cm, junior 75cm and secondary 100cmPond regularly maintained to ensure that the perimeter does not become obscured and that the area around the pond does not deteriorate. If possible the pond should be located so that it is visible from nearby school buildings. Slip / tripping hazards eliminated from the surrounding area.Edges that are open for access for pond dipping should be gently sloping, or flat and well definedFor smaller ponds, steel, rigid mesh fixed over the top of the pond, which is firmly secured and regularly checked for signs of deteriorationAppropriate level of supervision in place taking into account age of pupils and any special needsAppropriate warning signs posted if applicable (‘No unaccompanied children’, ‘deep water’ etc.)Ponds in primary schools fenced to 1100mm, with lockable gate to deter unsupervised entry. |  |  |
| Pond dipping – injury caused by nets, falls, cuts and abrasions etc. | PupilsStaff | Equipment I regularly inspected and well maintained. Damaged equipment is repaired or disposed of.Instruction to children regarding use and expected behaviour.Areas maintained with minimal overgrowth to ensure good visibility for leaders to supervise and monitor whole area.Avoid use of glass containers or equipment, to minimise the risk of breakages and lacerations.Young people dipping are spaced well apartAppropriate clothing for conditions (including hats and sun cream where necessary) |  |  |
| Infection, disease, Weils disease Poisoning (blue-green algae) | PupilsStaff | Adequate provision for hand washing readily available.Provide paper towels rather than communal hand towels.Do not allow children to touch any part of their face or handle any foodstuff with their hands before hands are washed.For younger pupils, handwashing should be supervised.Cuts / abrasions covered with waterproof plaster prior to any activity around water sources.No eating in the pond area.Prevent access to the area by cats/dogs, check always made of the area to remove (hygienically) any faeces before children enter the area.Algal scum should be removed regularly, avoiding skin contact.Pupils should be supervised carefully so that they have no opportunity to eat any parts of the plants growing in or around the pond.Pupils are instructed of the hazards associated with any toxic/poisonous plant life.Areas are regularly checked for any particularly hazardous plants such as giant hogweed.  |  |  |

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| Initial AssessmentReview Date | Risk Assessment assessed, reviewed by the following competent person: | **Tasks and control measures reviewed by the Governing Body:** |
| Name(PRINT) |  | Name (PRINT): |
| Signature: |  | Signature: Date: |
| Next Review Date: | Your workplace will change over time. You are likely to bring in new equipment, substances and procedures. There may be advances in technology. You may have an accident or a case of ill health. You should review your risk assessment:if it is no longer validif there has been a significant change |