

# PILI PALAS

## RISK ASSESSMENT

<u>Task:</u>	Educational visits to Pili Palas
<u>Hazards:</u>	Slips, trips and falls; risk of infection; cuts, contact with vehicles.
<u>Who is at risk:</u>	Visitors, staff
<u>Possible effects:</u>	From minor injury – treatable by group supervisor – to possible hospital treatment. In extreme cases, fatality.

### Measures to control risk

Coach/car park When alighting from or returning to the buses children must be escorted by teachers. When arriving at Pili Palas children will gather in the car park and will be greeted by a member of staff, who will escort you to the learning zone – which is situated in the main building.

Education centre Children will be given a brief talk and video in the centre – along with their teachers and a member of Pili Palas staff. Children will be seated on chairs for the duration of the talk/video. After the session in the centre children will be placed into groups of no more than 30 in order to tour the attraction safely. They will be accompanied by their teachers and a member of the Pili Palas staff. It is essential that the children stay together at all times – teachers are responsible for the children throughout their visit to Pili Palas.

The Tour Possible risks during the tour:

- Two small, shallow ponds are situated within the butterfly house. They are securely fenced. A member of staff is always present in this area.
- Two small ponds in the bird house – also securely fenced.

- c) Three steps leading to a small bridge in the butterfly house. Small children must be supervised at all times.
- d) From time to time, the floor of the butterfly house may be slightly wet due to plant watering. This is essential in order to maintain the humidity that the butterflies need. Teachers must insure that children do not run in the butterfly and bird houses.

Children will not be permitted to touch any of the animals – unless supervised by a member of Pili Palas staff. However, they may come into contact with butterflies, which are in free-flight, in the butterfly house.

#### Farm yard

Teachers and staff should be aware that there is always a risk of *E coli* being present where there are ruminants – which includes goats. Visitors are not permitted to feed the animals in the farmyard – but may come into contact with them through petting. Even if visitors do not pet the animals it is essential that they wash their hands thoroughly before leaving the area. **ALL VISITORS MUST WASH THEIR HANDS BEFORE LEAVING PETS CORNER AND THE FARMYARD** – hand washing facilities are provided.

#### Hygiene

Children should be discouraged from picking things off the ground – e.g. feathers, sticks, butterflies, etc. Pili Palas recommends that all visitors wash their hands after being in close proximity to animals. Toilet facilities – with wash basins and anti-bacterial soap – are available just outside the main entrance, in the main building, in the play zone and outside – near the adventure play ground. There are also hand-washing facilities with anti-bacterial soap in the pets corner.

Wheelchair access There are no flights of stairs on the premises.  
Wheelchair access throughout.

Playground The play area is located in a safe environment which

is fenced off from the car park. The play area is inspected regularly – to reveal defects before they become a safety issue, and so that repairs can be carried out as and when necessary.

Supervision by teachers is essential at all times. There is a separate risk assessment for the play castle which is situated in the adventure playground. This risk assessment is available for viewing in the office at Pili Palas. The play castle and safety matting is also inspected regularly.

#### Soft Play Zone

The soft play zone is located in a building outside the main building. Children must exit the main building and enter the play zone, up a ramp, through a separate door. They must be supervised by a teacher whilst doing this. The playzone itself is not supervised by Pili Palas staff – there are safety regulation signs in the playzone. Teachers must ensure that these regulations are adhered to. The equipment in the play zone is inspected on a regular basis so that repairs can be carried out as and when necessary.

#### Bouncy castle

The Bouncy Castle is a 30 x 30 Adult Standard Tower Bouncer. It has a Certificate of Conformity to European Standards – CEN/TC-136 and a separate risk assessment. Both of these are available to view in the office at Pili Palas. The Bouncy Castle is inspected on a daily basis.

The Bouncy Castle is not supervised by Pili Palas staff. Teacher supervision is essential. A safety regulation sign – which includes maximum height for users – is situated by the Bouncy Castle. Teachers must ensure that these regulations are adhered to.

#### Nature trail

The nature trail is inspected on a regular basis and faults are rectified as and when necessary. These inspections ensure all fences and paths are in good repair, and trees and hedges are in good order. Please note that the nature trail is not suitable for wheelchair users.

#### Wildlife pond

The wildlife pond is a shallow pond within a fenced off area. Children must not enter this area without

teacher supervision. Children will only be allowed to take part in pond dipping sessions when there is a member of Pili Palas staff present.

Fire safety

Fire fighting equipment located within the building and adequate emergency exits.

If a fire occurs – the assembly point is the main car park.

The whole building is designated as a no-smoking area.

First aid

There are fully equipped first aid kits in the shop and the café. Key members of staff are trained first-aiders – although children's first aid requirements are the teachers' responsibility.

Pili Palas is inspected and approved in accordance with the Secretary of State's Standards of Modern Zoo Practice, and is Granted a licence under the Zoo Licensing Act – 1982 – this Looks at all aspects of animal, and public, health and safety,