

Risk Assessment for keeping animals in school

Site / school name:	Beccles Primary Academy		
Name(s) of person(s) covered by this assessment:	<ul style="list-style-type: none"> ▪ All staff ▪ All pupils ▪ All visitors ▪ All volunteers 		
Tasks and activities covered by this risk assessment:	<p>This risk assessment covers all activities completed when caring for the school animals:</p> <ul style="list-style-type: none"> ▪ Feeding the animals ▪ Touching and carrying the animals ▪ Cleaning out the animals 		
Equipment and materials used:	<ul style="list-style-type: none"> ▪ Animal food ▪ Cleaning utensils brooms, rakes, dustpan and brushes ▪ Animal bedding hay, straw and sawdust 		
Location(s) covered by this risk assessment:	<ul style="list-style-type: none"> ▪ Animal pens and enclosures including shelters 		
Name of person completing this risk assessment:	Heather Thorne	Date of completion:	01.09.21
Risk assessment approved by:	Heather Thorne	Date of approval:	01.09.21
Date risk assessment to be reviewed by:	01.03.2022	Risk assessment no:	1

Record of risk assessment reviews

Date of review:		Reviewed by:		Comments / date of next review:	▪
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What are the hazards?	Who might be harmed and how?	What are you already doing?	Likelihood	Severity	Risk	Do you need to do anything else to manage this risk?	Who will do this?	When must this be done?	Completed on:
<ul style="list-style-type: none"> ▪ Zoonotic diseases 	<ul style="list-style-type: none"> ▪ Pupils ▪ Staff ▪ Visitors ▪ Volunteers 	<p>Pupils are given hygiene and safety briefings before working with the animals. They are reminded not to touch their faces or put anything in their mouths while working with the animals and they are required to wash their hands immediately afterwards. They are reminded not to kiss the animals.</p> <p>Pupils are not permitted to eat and drink in the animal areas.</p> <p>Hand-washing signage is in place to remind anyone who has touched the hens or their housing/ equipment to wash their hands.</p> <p>Hand gel may be used for immediate visible contamination but additional hand-washing remains compulsory.</p> <p>Fresh cuts and grazes are covered before working with the animals.</p> <p>Pupils are required to use a disinfectant mat when entering the animal areas.</p> <p>Pupils with compromised immune systems are not permitted to work with the animals</p>			4	<ul style="list-style-type: none"> ▪ A handbook is provided for each class looking after the animals detailing the care needed. 	HT	01.09.21	

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		<p>The animal house and run area is kept suitably clean by being disinfected on a regular schedule.</p> <p>Pupils are not permitted to play in areas where animal waste is disposed of, for example around the small wheelie bin</p>							
<p>Allergic reactions and respiratory problems</p> <p>Contact with feathers, straw or bedding materials, inhalation of products such as diatomaceous earth</p>	<p>Pupils Staff Visitors Volunteers</p>	<p>Pupils with known allergies are not permitted to carry out potentially risky tasks such as adding bedding to the animal house.</p> <p>Pupils are reminded in their hygiene and safety briefing to let a member of staff know if they feel unwell at any point during or after working with the animals.</p> <p>A low dust bedding will be used for the animal houses.</p>				<p>Ensure each class teacher is aware of any children with allergies and other staff are aware when working with the class</p>	<p>EB</p>	<p>01.09.21</p>	
<p>Injuries from the hens or rabbits</p> <p>Scratches and pecks</p> <p>Nips or bites</p>	<p>Pupils Staff Visitors Volunteers</p>	<p>Pupils are briefed on working safely with the hens and rabbits, including proper animal handling procedure.</p> <p>They are reminded not to hold the animals in front of their faces or to push their fingers through the bars of the run.</p> <p>Claws are trimmed if necessary</p>				<p>Termly Assemblies about animal care either in house or using other agencies such as RSPCA</p>	<p>HT</p>	<p>01.09.21</p>	

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		<p>Husbandry tasks such as claw and wing clipping are carried out by staff if necessary.</p> <p>Any animals that are consistently aggressive towards the children will be re-homed or culled.</p>							
<p>Injuries from animal housing and equipment</p> <p>Scratches, cuts, splinters, bruises.</p>	<p>Pupils</p> <p>Staff</p> <p>Visitors</p> <p>Volunteers</p>	<p>The animal house and run are checked on a regular schedule for maintenance issues.</p> <p>Lightweight feeders, drinkers and appropriately sized tools are used.</p> <p>Pupils are briefed on safe tool use.</p> <p>Pupils are not permitted to ride in wheelbarrows.</p> <p>Pupils are not permitted to carry heavy items such as bedding bales.</p>				<p>All tools and equipment are kept in a locked shed – children can access but staff hold the key.</p>			
<p>Illness or injury from contact with chicken health care products</p> <p>Allergies reaction, skin irritation, poisoning</p>	<p>Pupils</p> <p>Staff</p>	<p>All animal cleaning and health care products are stored safely in accordance with COSHH regulations.</p> <p>Pupils are only permitted to use low-risk products such as animal disinfectant wearing gloves if necessary.</p> <p>Fresh cuts and grazes are covered before working with health care products.</p>							

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		<p>Any animal medications must be mixed and administered and stored with strict supervision by staff.</p> <p>Pupils are required to wash their hands immediately upon completion of cleaning/ health care tasks</p>							
<p>Accidents Slips and trips</p>	<p>Pupils Staff</p>	<p>Appropriate first aid arrangements in place at all times</p> <p>Emergency procedure in place</p> <p>Suitable footwear to be worn</p> <p>Pupils entering the animal area to be limited to 4 at any time</p> <p>The working areas to be kept as clear from trip hazards as possible, for example brooms, hose pipes and shovels will be cleared away immediately after use.</p>							

Sign off

- I confirm that I have read and understood this risk assessment.
- I have been provided with appropriate information, training and equipment to carry out the tasks covered by this risk assessment.
- I have had the opportunity to ask any questions and seek clarification on this risk assessment.

Name	Signature	Date

Risk Rating Matrix

Likelihood	Description	Score
Very unlikely	Unforeseeable that an injury or incident could happen. A 1 in a million chance of a hazardous event happening.	1
Unlikely	An injury or incident could happen, although unlikely. A 1 in 100,000 chance of the hazardous event happening.	2
Fairly likely	An injury or incident may happen. A 1 in 10,000 chance of the hazardous event happening.	3
Likely	It is foreseeable that an injury or incident will happen. A 1 in 1000 chance of the hazardous event happening.	4
Very Likely	Imminent possibility of injury or accident. A 1 in 100 chance of the hazardous event happening.	5

Severity / Consequence	Description	Score
Insignificant	No injury	1
Minor	Injuries only requiring on site first aid	2
Moderate	Injuries that might require further medical attention and injuries that could lead up 3 days' absence	3
Major	Serious injury including broken limbs and injuries leading to over 7 days' absence	4
Catastrophic	Fatality	5

	Very unlikely	Unlikely	Fairly likely	Likely	Very likely
Catastrophic	5	10	15	20	25
Major	4	8	12	16	20
Moderate	3	6	9	12	15
Minor	2	4	6	8	10
Insignificant	1	2	3	4	5

Risk rating	Actions	
1-2	No action	No further action but ensure controls are maintained.
3-6	Monitor	Look to improve at next review or if there is a significant change.
8-12	Action	Review existing controls and make any improvements identified within a specified timetable.
15-16	Urgent action	Take immediate action and stop activity if necessary, maintain controls rigorously.
20-25	Stop	Stop activity and take immediate action.