The aim of a risk assessment is to provide general information on the type of hazards employees and pupils as well as others who may be involved are exposed to. If following implementation of all control measures the risk rating is still substantial or above, further assessment & control measures should be considered.

For further advice contact the Health and Safety Team.

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**SMS 3.3_7_25**

**Assessment Title:** Assessment of risk for gardening activities involving pupils

**School Name:**

**Assessment Frequency:** Annual

**Follow up Assessment Dates:**

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**Legislation / Information Source:**
- Management of H & S at Work Regulations 1999
- Education Leeds Risk Assessment PG102

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**Hazard observed** | Who may be harmed? | Risk rating before controls | Control measures | Risk rating after controls | Control measures by:
---|---|---|---|---|---
**Plants** Danger from ingestion or allergic reactions | Adults and children. | Substantial | Children must wear gloves at all times. All adults assisting in the garden to be made aware of any children known to have specific plant and food allergies, including hay fever and to know which member of staff is responsible for administering that medication. Children warned not to eat parts of plants unless instructed to do so, and must wash hands after garden sessions. | Acceptable | Staff in charge of group
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**Bees, wasps** | | Moderate unless | | | Staff in charge of group

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<table>
<thead>
<tr>
<th>Category</th>
<th>Rating</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Soil, animal faeces and water</strong> (eg puddles and water butts)</td>
<td>Substantial</td>
<td>Tetanus, <em>Leptospirosis</em> (Weil's disease) and <em>Toxocariasis</em> (roundworm) and other infections.</td>
</tr>
<tr>
<td><strong>Weather</strong></td>
<td>Moderate</td>
<td>Sunburn, dehydration, hypothermia</td>
</tr>
<tr>
<td><strong>Water butts</strong></td>
<td>Substantial</td>
<td>Drowning from falling in water butts.</td>
</tr>
<tr>
<td><strong>Injury from garden tools</strong></td>
<td>Substantial</td>
<td>Injury from garden tools: hand forks, trowels, garden forks, spades and rakes.</td>
</tr>
</tbody>
</table>

**N.B.** The aim of a risk assessment is to provide general information on the type of hazards employees and pupils as well as others who may be involved are exposed to.

**IF FOLLOWING IMPLEMENTATION OF ALL CONTROL MEASURES THE RISK RATING IS STILL SUBSTANTIAL OR ABOVE, FURTHER ASSESSMENT & CONTROL MEASURES SHOULD BE CONSIDERED.**

- For further advice contact the Health and Safety Team.
- Staff warn children of the danger to others from tools and warn them never to use a tool in such a way that you or someone else will be injured if it slips.
- Children should always wear outdoor shoes (or Wellington boots) for protection.
- Staff ratio to pupils involved in gardening activity with tools should be a minimum of 1:10
- Use only tools in good condition No tools with cracked or broken handles, or with burred or broken heads, to be used.
- Tools should be formally inspected regularly (every ½ term) for safety, by Sustainability Coordinator.
- Staff should take a first aid box out with them during gardening activities.
- Cuts should be washed before covering- NOTE warning re tetanus, above and alert sheet for parents, below.

<table>
<thead>
<tr>
<th>Plant supports</th>
<th>PUPILS, STAFF AND OTHER ADULT HELPERS</th>
<th>Substantial</th>
<th>Cane toppers to be used where practical. Children to be made aware of hazard and to take care when leaning over beds or containers.</th>
<th>Acceptable</th>
</tr>
</thead>
<tbody>
<tr>
<td>Injury from sharp tools</td>
<td>Pupils, staff and other adult helpers</td>
<td>Substantial</td>
<td>No pupil should use secateurs, loppers or other sharp bladed garden tools. Secateurs, loppers and other sharp tools to be stored in greenhouse, not in the tool shed. No child allowed access to the greenhouse without an adult. Gate to greenhouse area to be kept padlocked.</td>
<td>Acceptable</td>
</tr>
<tr>
<td>Injury from lifting: wheelbarrow</td>
<td>Pupils, staff and other adult</td>
<td>Substantial</td>
<td>Pupils should only use the wheelbarrow under direct supervision. Staff should check that the load is not excessive for the</td>
<td>Acceptable</td>
</tr>
</tbody>
</table>

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<table>
<thead>
<tr>
<th>helpers</th>
<th>child or adult</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Slips, trips and falls</strong></td>
<td>Pupils, staff and other adult helpers</td>
<td>Substantial</td>
</tr>
<tr>
<td>♦ Clear up soil spilt around raised beds, to prevent muddy, slippy areas being created</td>
<td>Acceptable</td>
<td>Staff in charge of group</td>
</tr>
<tr>
<td>♦ Warn pupils to walk carefully, not to run, on wet grass</td>
<td></td>
<td></td>
</tr>
<tr>
<td>♦ Warn pupils to put tools down only they will not create a risk of tripping others</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Potential Health Risk Assessment

The aim of a risk assessment is to provide general information on the type of hazards employees and pupils as well as others who may be involved are exposed to.

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For further advice contact the Health and Safety Team.

Potentially Serious Accident Alert

To Parent/Carer

Your child (name) ........................................ Class ..................................................

Suffered a puncture wound during a gardening session today (date).........................

Although slight in itself, this means your child is in danger of the fatal disease of tetanus, unless they have had the full course of Tetanus vaccines. (Please see below for information about this.)

Please urgently check with your Doctor, to check your child’s immunisation history. If there is any doubt, please take him/her to Accident & Emergency and ask for assessment for a tetanus injection.

Information about tetanus

Tetanus is caused by infection with a bacterium known as Clostridium tetani. Tetanus cannot be passed from person to person.

The Clostridium tetani bacteria are often found in soil and manure. If infected soil enters a wound, the bacteria multiply and release a toxin (poison). This causes muscle spasms (involuntary contractions) and rigidity (stiffness) throughout the body, particularly in the neck, face, and jaw (lockjaw).

For a tetanus infection, the incubation period (the time between getting the infection and the onset of symptoms) is between 4-21 days. The average incubation time is 10 days. Once symptoms are shown it is often too late to give the injection.

A tetanus infection must be treated quickly because, left untreated, the condition can be fatal.

The full course of the tetanus vaccine consists of five doses. The primary course consists of three injections which provide protection against the infection for a number of years. The fourth and fifth doses are booster doses which help to maintain protection. After the fifth dose, immunity remains for life and further boosters are not usually required.

(Information from “NHS Choices” website 17.11.0)