



Wookey Primary School (423)

Risk Management - Assessment Report

Risk Area:	Visits		
Assessment Framework:	WALKING: On Roads		
Work Area or Activity:	Walking Bus		
Competent Person:	Andrew Marsh		
Groups Affected:	Parents/Visitors		
Assessed on:	Pupils and Adult Supervisors		
To be Reviewed on:	20/02/2020	Risk Rating:	Below 9 - Low Risk 9 to 14 - Medium Risk 15 or above - High Risk

What are the Hazards?	What is already being done?	Is this considered satisfactory?	Risk Findings
If walking on roads, in the open country and in urban settings, do you ensure that safety measures are in place with regard to manageable group sizes, communications and control of the party?	Two sections of the route to school involve walking on roads. Children are instructed to walk in single file on these sections and adults always walk at the front of the group	Yes	Severity: 3 Likelihood: 1 Risk Rating: 3
Do party leaders make themselves familiar with the area in which they are walking?	The route we walk is the same every day.	Yes	Severity: 1 Likelihood: 1 Risk Rating: 1
Do party leaders consider the adult supervision for the safe conduct of the group, taking into account their age, their ability and the environment in which they are walking?	The majority of children are accompanied by the parents on the walking bus. Staff are always present to oversee unaccompanied children. Parents will be asked to sign a waiver if their children use the walking bus unaccompanied.	Yes	Severity: 3 Likelihood: 1 Risk Rating: 3
If children with special educational needs are involved is a risk assessment carried out for each child, in relation to the terrain over which they will travel or the hazards they are likely to encounter whilst walking?	If children with SEND want to take part in the walking bus then a conversation will be had with their parents regarding a separate risk assessment for these children.	Yes	Severity: 3 Likelihood: 1 Risk Rating: 3
Do party leaders ensure that the recommendation of an adult within the party with a qualification in first aid is followed and that should the walk be in open country that this requirement is an essential addition to the party?	Although we do not have an adult on the walking bus with a first aid qualification, all staff have mobile phones which can be used in emergencies.	Yes	Severity: 3 Likelihood: 2 Risk Rating: 6
Do party leaders ensure that young people always walk in controlled groups, with supervision at the front and rear of the party?	Yes, clear guidelines are set out for children who use the walking bus and if they do not follow them then they would not be allowed to take part.	Yes	Severity: 3 Likelihood: 1 Risk Rating: 3
Do party leaders ensure that when walking on roads that, whenever possible, pavements are always used and that if no pavement is available the party walks upon the side of the road which faces oncoming traffic?	Yes, the sections where there is no pavement are managed appropriately by adults.	Yes	Severity: 3 Likelihood: 1 Risk Rating: 3
Do walking group leaders ensure that a crossing is safe before allowing the party to proceed across a road?	Yes, all crossing places are carefully chosen by adult leaders. School crossing patrol is used to cross the main road by the school.	Yes	Severity: 3 Likelihood: 1 Risk Rating: 3
Do group leaders have a prearranged signal and a practised procedure understood by the whole party should a safe crossing be compromised?	Children are instructed to remain by the side of the road until it is safe to cross.	Yes	Severity: 3 Likelihood: 1 Risk Rating: 3
When walking in darkness or semi darkness do group leaders wear light clothing or fluorescent markers and operate a white light for front and a red light for the rear of the party?	When walking in darkness or semi darkness group leaders will wear high vis jackets.	Yes	Severity: 3 Likelihood: 1 Risk Rating: 3
When preparing to cross a road with a number of young people do group leaders ensure that they line them up shoulder to shoulder and parallel to the road, then crossing on a given signal when safe to do so?	Adults always ensure that children cross roads carefully and safely.	Yes	Severity: 3 Likelihood: 1 Risk Rating: 3
Do party leaders ensure the co-operation of young people and encourage them to be considerate to all other pedestrians, especially the elderly, disabled and people with very young children?	Yes, children are expected to behave in line with our school values at all times.	Yes	Severity: 2 Likelihood: 1 Risk Rating: 2
Has your Visit Leader or responsible person completed a preliminary assessment of your planned walking route(s) to identify any high risk hazards? Further guidance can be obtained from the Corporate Health and Safety Unit, who may have access to historical walking risk assessments for this area.	As the same route is followed daily, leaders have a very clear overview of potential hazards. Staff always walk into the village prior to the walking bus, so any new hazards can be quickly assessed.	Yes	Severity: 3 Likelihood: 1 Risk Rating: 3