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**Mini Meadows Farm**

**Risk Assessment for Farm Visits and Open Days**

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| Farm name:  Mini Meadows Farm | Telephone:  07787 567604 |
| Address where visit will take place:  Mini Meadows Farm  Naseby Road  Welford  Northants  Post code: NN6 6HZ | Fax: |
| Email:  info@minimeadowsfarm.com |
| Website:  www.minimeadowsfarm.com |
| Farm contacts on day:  Ben Barraclough  Sally Hayes  Finny Matthews |
| Date of Risk Assessment:  01.02.17 | Time of Risk Assessment:  09:00 am |
| Carried out by:  Ben Barraclough | Signature: |

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| **Checklist:**   * Sufficient access for visitors’ vehicles (cars, coaches, etc.) * Areas out of bounds marked off * Play equipment, indoor and outdoor * Hand washing and boot washing point provided and signposted * Fire equipment and first aid equipment easily accessible * There will be a trained first-aider on site during the visit/open day * Clear contingency plans are in place in the event of an emergency or unsafe behaviour amongst visitors * Exposure to injuries from animals * Exposure to infection (zoonosis) from animals * Insurer has been informed and farm has adequate public liability cover |

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| **What are the hazards?** | **Who might be harmed and how?** | **What are you already doing?** | **What further action is necessary?**  ***Suggestions below*** | **Action by whom?** | **Action by when?** | **Done** |
| Car park – moving vehicles | Visitors – physical injuries - falls from getting in and out of cars, mini bus or coach. Visitors struck by vehicles. | Coach parks in car park. Staff to maintain proper control on the bus/coach. Children stay on bus until instructed to get off. Supervision of car park | None currently |  |  | BB |
| Public access/roads vehicle movements | Visitors entering farm on foot - passing from one part of farm to another struck by vehicles. | Pathway available for pedestrians. Very few people actually arrive on foot. | None currently |  |  | BB |
| Lost or disorientated visitors | All visitors - wander into unsafe areas. | Good signage, one way pathway around field, very little chance of being lost a small site. Regular head counts of children in groups. Ensure visitors know what to do if they get separated from the group | None currently |  |  | BB |
| Trailer rides | Visitors on a tractor and trailer ride – physical injuries: falling; being crushed or run over. | No tractor rides currently operating | None currently |  |  | BB |
| Farm vehicles and machinery (not part of a demonstration) | All visitors – physical injury struck by moving vehicles or machinery. | No farm machinery on site | None currently |  |  | BB |
| Workshop activities | All visitors - physical injury from slips, trips and falls. | Ramps are clean and tidy, all trip hazards have been assessed and nullified. No workshop areas with access to public. | None currently |  |  | BB |
| Uneven ground, steep paths | Visitors on nature trails, farm walks – slips, trips and falls. | Choose a safe route or path – walk and check route for hazards. Cordon off problem areas. Warn visitors before setting off. Signage. | Currently putting hard pathways down around the whole farm. |  |  | BB |

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| Slurry pits | All visitors – slips, trips, falls; drowning. | We have no slurry pits on site. | None |  |  | BB |
| Sheep dipping baths | All visitors – drowning. | We have no sheep dip facilities. | None |  |  | BB |
| Silage pits | All visitors – falls from height; Contamination with manure. | We have no silage pit. | None |  |  | BB |
| Manure and compost heaps | All visitors – contamination with manure. | We do have manure heaps but they are fenced off so access is restricted. | None. |  |  | BB |
| Ponds and water courses; zoonoses – Weil’s disease | All visitors – drowning; contamination with infective agent from contact with water. | All our ponds are fenced off to prevent access. Very low risk. | None. |  |  | BB |
| Fences and gates;  electric fences | Visitors physical injuries – cuts, grazes, etc. Contamination of visitors from touching farm animals or contaminated surfaces followed by ingestion of micro–organisms; electric shock from touching live fences. | Electric fences are all turned off during open hours. Fences are maintained cleaned on a regular basis. Hand washing facilities with hot water are provided. Hand sanitisers are also available. No barded wire is used on site. | None currently. |  |  | BB |
| Barns and yards – bale and fertiliser stacks; unsecured tractor wheels, pallets, boxes etc | All visitors – struck by falling objects, injuries due to climbing/falling. | No access is given to any barns where products are stored at high levels. Hazardous objects are not stored on site. | None currently. |  |  | BB |
| Grain silos, bins and stores | All visitors – inhaling harmful grain dust; physical injury from falls; entrapment/suffocation. | We have no grain silos, bins or stores. | None. |  |  | BB |

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| Milking parlour | Visitors at milking demonstration – slips on wet surfaces. | We have no milking parlour on site. | None |  |  | BB |
| Shearing activities  Electricity  zoonoses – orf, E Coli 0157 | Visitors and staff/helpers at shearing demonstration; electric shock or burns; tripping on wires; contamination with manure/dung. | Maintenance of electrical equipment and systems. Use RCDs on sheep shears. Regular cleaning of area. Designated viewing areas. Wires out of passageways. Washing facilities. | None. |  |  | BB |
| Static machinery (tractors, harvesters, cultivation equipment, ATVs) | Visitors climbing on and playing with machinery displays – physical injury from contact with dangerous parts e.g. spikes or falls from height. | Static tractor is available for climbing on. It does not work and cannot move. Supervision should be given with young children. | None |  |  | BB |
| Working machinery (e.g. bale-wrapping, spraying, feeding or bedding animals with machines etc) | Visitors viewing machinery demonstrations – physical injury from contact with dangerous parts. | No working machinery is on site. | None. |  |  | BB |
| Electrical eq’ment – Saw benches, heavy plant (not part of display) | All visitors – physical injury from contact with dangerous parts. | No workshop electrical equipment is in the public areas. | None. |  |  | BB |
| Ponds, streams for pond-dipping | Children – drowning, slips, falls, cuts, grazes. | Supervision. Avoid deep water and fast-flowing streams. Barrier to prevent falling in. First aid provision. | None |  |  | BB |
| Bale stacks for bale-climbing | Children – falling, asthma, allergic reactions, entrapment. | Supervision. Signage. Designated area with purpose-built stack. | None |  |  | BB |

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| Zoonoses, including E Coli 0157, Cryptosporidiosis, Brucellosis, Tuberculosis, Chlamydophila abortus (sheep afterbirth), orf, ringworm | Visitors feeding, petting or stroking calves, sheep, lambs, pigs, piglets, goats, kids, horses, foals or contact with their dung, contaminated surfaces fences, and pens; pregnant women (C abortus). | We have hand washing facilities with hot and cold running water, liquid soap, paper hand towels.  Visitors will be encouraged to wash their hands thoroughly.  We have healthy stock on site with regular vet inspections.  We explain to visitors they cannot put their hands in their mouths, smoke, eat or drink before washing their hands because of the risk of infection.  Designated eating areas where contact with animals prevented.  Pathways are defined, clean and free from dung.  Boot washing facilities are provided with disinfectant.  All pens are cleaned on a very regular basis.  Animals do not regularly use the same pathways as pedestrians to minimise risk of cross contamination from faeces. | None currently |  |  | BB |
| Poultry – Psittacosis (dust from faeces), Chlamydia psittaci | Visitors petting hens, chicks; feeding the chickens  pecked, scratched. |  |  | BB |
| Sheep, pigs, horses, cows, goats | Visitors entering animal pens; feeding the animals; herding animals; performing simple farmyard tasks, contamination with dung, trampled; crushed; bitten; kicked; butted. | None currently |  |  | BB |
| Manure and faecal seepage – E Coli 0157 | Visitors viewing animals or entering livestock sheds walking through manure; touching manure on gates/walls/ partitions contam- ination on shoes, laces, pushchair wheels; slips, trips and falls. | None currently. |  |  | BB |

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| Farm pets – dogs and cats | All visitors, especially children – bitten; scratched; toxoplasmosis through stroking, petting. | We have no farm pets (cats or dogs) | None |  |  | BB |
| Farm animals | Risk include biting, scratching or being pushed against a fence. | All visitors are warned via information on feed buckets, large posters and signs on animal pens that animals may bite and that they feed them at their risk. So feed animals by throwing food into the pen rather than by hand. | None currently |  |  |  |
| Accident book | We keep an accident book and record all injuries brought to our attention. | This information is collated by on site staff and keep away from the farm in a secure location. | None |  |  |  |
| Indoor & outdoor play areas | All visitors could be affected. | Daily inspections are carried out to check for dirt, litter, spillages and damage to the structure that could cause harm. Any issues are dealt with immediately to minimise risk. | None |  |  |  |
| Staff | Training | 8 members of staff are first aid trained and 7 members of staff have food hygiene certificates (level 2). At least 2 First aid trained person is always on site. | None. |  |  |  |
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| Fuel storage tank | All visitors – personal contamination, fumes, burns | Only limited fuel is stored on site. | None |  |  | BB |
| Animal feeds | All visitors – ingestion of feeds or contamination with micro organisms | We prevent access to feed stores. Washing facilities are available. | None. |  |  | BB |
| Flora and fauna | Visitors on farm walk or nature trail – ingestion of poisonous fruits or berries etc. | No hazardous plants on site, pathways are grassed areas. No poisonous berries or leaves. | None. |  |  | BB |
| Chemical and veterinary products | All visitors – ingestion of harmful chemicals, breathing vapour or skin; contamination | Chemical and veterinary store is locked away | None |  |  | BB |
| Food, refreshments | Visitors who eat food supplied at venue – food poisoning, illness | Food is cooked on site but we are regularly inspected and we have a 5 star food rating. | None. |  |  | BB |