

**Arrival at Barleylands: Meet your Education officer at 10.00 a.m. in the coach park unless otherwise arranged. If you are running late or plan to arrive at another time, please let us know.**

- We have a large car park with ample parking.
- Visits are scheduled from 10.00 a.m. to 2.00 p.m. unless otherwise arranged.
- You will be met by a member of the Education Team in the coach park at 10.00 a.m. unless otherwise arranged.
- There are picnic areas around the farm and a few tables are undercover in our bottom barn. These unfortunately cannot be reserved.
- If we have lunch box trolleys available, you are welcome to use these, but we MUST insist they are returned by 2.00 p.m.
- Rubbish: **In the interest of the environment we ask that schools take their rubbish home with them to recycle responsibly.**

### **Important**

Teachers are responsible for the children in their party at **ALL** times. Barleylands require a ratio of 1 adult to 6 children for children aged 4 to 8 years, and 1 adult to 8 children for children aged 9 to 12 years.

### **Clothing**

It is important that you think about the weather before your visit. Please make sure you pack waterproofs for wet weather. During the summer months a sun hat is advisable.

### **Health and Safety**

Hygiene is of the utmost importance and you will be asked to wash your hands after activities involving contact with the animals, before and after cooking, before eating lunch and at regular intervals throughout the day. Please note that hands should be washed using running water and soap.

**Alcohol hand gel is NOT a replacement for hand washing with soap and running water.**

**Listed below are a few facts to help you keep safe during your visit to Barleylands:**

- **We have signage around the farm. Please take note of all our safety signs.**
- **Please ensure all hands are washed thoroughly after touching the animals and before eating.**
- **Pupils should be supervised if using play equipment on the farm.**
- **Socks must be worn at all times in the play barns.**
- **Please try to minimise pupils putting their hands in or near their mouths.**
- **Please be aware that some of our animals may bite.**
- **Children under 14 must be accompanied by an adult when riding the tractor.**
- **Pregnant ladies are advised not to touch sheep and lambs.**
- **The first aid point for the farm is at the kiosk and any accidents should be reported to a member of staff.**
- **The fire assembly point is situated outside the Farm Park on the Village Green, opposite the Farm Park Kiosk.**

### Farm Park Risk Assessment

Hazard or activity on the site	Risks associated with the hazards	Potential to cause harm	Controls already in place and action required by visitors
Running children	Slipping, tripping, falling	Low	Children must be supervised and instructed not to run on the site.
Wet grass	Slipping, falling, sprains	Low	Supervisors and children should be aware of the possibility of wet grass and take precautions against slipping and falling.
Uneven surfaces	Slipping, falling, sprains	Low	Supervisors and children should take care when walking and wear sensible footwear.
Road and path edgings	Slipping, tripping, falling	Low	Supervisors and children should take care at road and path edges to avoid tripping or falling.
Climbing of objects	Slipping, tripping, falling	High	Children must be adequately supervised by teachers and group leaders and instructed not to climb on walls, gates, fences etc.
Car Park	Moving vehicles	High	Children must always be controlled when exiting and boarding the coach and tractor ride, organised safely in groups.
Farm machinery	Moving vehicles	High	Supervisors must ensure that children stay together in their group and be aware that Barleylands is a working farm and large machinery does move around the farm. This will be covered in the welcome and safety talk.
Ride on Go Karts and small ride on tractors	Moving vehicles	Low	Go Karts will be confined to a specific area. Please look out for small pedal tractors around the farm.
Foreign objects	Cuts, burns, abrasions	Low	Supervisors should ensure that children do not pick anything up while on the farm, unless instructed to do so by a member of staff.
Escaping animals	Infection, biting, crushing & kicking	High	All animals on site are properly controlled. Your group will have a member of staff with you who will advise on which animals to touch/feed and how to do so. Supervisors must ensure that children wash their hands with soap after handling the animals and especially before eating and drinking. Wet wipes/hand gels are not sufficient. <b>Do not approach an escaped animal.</b>
Bees, wasps, insects	Stings	Low	These are natural inhabitants of the countryside. Bees and wasps pose low risk unless provoked.

Infection	Various	Low	Supervisors must ensure that children wash their hands after touching the animals and before having any food or drink. Any cuts or abrasions should be protected by a dressing. There is a first aid points on the farm should a dressing be required.
Petrol/diesel	Fire, explosion	Low	The use of petrol and diesel driven equipment is monitored and controlled by the farm workers. All petrol and diesel tanks are locked to avoid access by the visitors.
Electrical equipment	Fire, electrocution	High	All electrical appliances are tested and inspected on a regular basis by the maintenance staff. Visitors should not touch or interfere with electrical equipment.
Straying into prohibited areas	Unidentified hazards	Low	Groups must stay with their appointed member of staff and supervisors should ensure that children do not wander off. This will be covered in the welcome and safety talk.
Buildings	Unstable floors/ walls/roofs/ falling debris	Low	Barleylands ensures the structural integrity of all buildings that children are allowed to enter.
Water	Falling in the water	Low	Children will be instructed by a member of staff to stay away from the edge of the water when feeding the ducks. Supervisors should ensure that children do not get too close.
Indoor and Outdoor Play areas	Falling, tripping	Low	Children should be supervised at all times. Socks must always be worn in the play barns.
Bouncy Pillow	Falling off, bouncing into one another	Low	Children should be supervised at all times and only allowed on in small groups. Please note during frosty or wet weather, the bouncy pillow will be taken out of use as the risk becomes high.
Zip wire	Falling off, getting hit by seat	Low	Children should be supervised at all times and should only go on the zip wire one at a time and wait in the designated area. No adults should use the zip wire.
Tractor Ride	Falling over, falling when getting off	Low	Supervisors should ensure that children stay sitting down while the tractor is moving and help children down from the tractor when the ride has finished.

### Bird Aviary Risk Assessment

Hazard	How can fire occur	Risk level	Precautions/Control measures
Risk to pedestrians in the case of accidental fire	Badly discarded cigarette. Accidental dropping of lighting method	Low	<ul style="list-style-type: none"> <li>• Under foot surface is not flammable and fire would be easily extinguished</li> <li>• Fire extinguishers available in the Aviary</li> <li>• Exit doors at each end of the structure are unlocked throughout the day</li> </ul>
Risk of Illness or Injury	Contact with bird faeces Contact with bird in flight	Low	<ul style="list-style-type: none"> <li>• Birds are considered a very low risk Zoonosis threat</li> <li>• Daily cleaning of all the surfaces by staff</li> <li>• Cleaning removes detritus from surfaces</li> <li>• Staff trained in cleaning and inspection methods</li> <li>• Bird Aviary is considered and managed as a contact area, so hand washing is an integral part of visiting the location</li> <li>• Staff and signage remind visitors of the need to maintain hygiene controls</li> <li>• Disposable gloves are available should a visitor believe they may have an allergy but still wish to enter</li> <li>• Climbing of fences is not permitted</li> <li>• Signage informs visitors that birds are free, and they will fly around as they do in the wild. Collision is very unlikely as the birds do not want to injure themselves.</li> </ul>