



Risk Assessment Policy

1. Introduction

Fields Farm Nature Play & Therapy CIC is committed to providing a safe and secure environment for all staff, volunteers, service users, and visitors. Risk assessment is a key part of our health and safety strategy, ensuring that potential hazards are identified, controlled, and regularly reviewed to minimise risks.

This policy outlines our approach to conducting, recording, and reviewing risk assessments to maintain a safe and inclusive space for all.

2. Purpose of This Policy

This policy ensures that Fields Farm Nature Play & Therapy CIC:

- Identifies potential hazards across all activities and facilities.
- Implements preventative and control measures to reduce risk.
- Complies with health and safety laws and best practices.
- Protects the health, safety, and wellbeing of everyone on-site.
- Ensures that risk assessments are completed, reviewed, and updated regularly.

3. Responsibilities

Management Responsibilities:

- Ensure risk assessments are conducted, reviewed, and updated regularly.
- Provide training and guidance on risk assessment procedures.
- Ensure all staff and volunteers understand their role in identifying risks.
- Maintain records of completed risk assessments.

Staff & Volunteer Responsibilities:

- Be aware of potential hazards in their work environment.
- Follow control measures outlined in risk assessments.
- Report new risks or incidents to management.
- Assist in implementing and maintaining safety measures.

4. Risk Assessment Process

Risk assessments at Fields Farm Nature Play & Therapy CIC follow these five key steps:

Step 1: Identify Hazards

We assess risks associated with:

- Outdoor environments (uneven terrain, water hazards, weather conditions).
- Animal interactions (bites, allergies, hygiene risks).
- Activities & therapy sessions (use of tools, manual handling, fire risks).
- People-specific risks (vulnerable individuals, safeguarding, lone working).

Step 2: Determine Who Might Be Harmed & How

We assess risks to:

- Service users (adults, children, vulnerable individuals).
- Staff and volunteers.
- Animals involved in therapy sessions.
- Visitors, including families and external partners.

Step 3: Evaluate Risks & Implement Control Measures

- High-risk hazards: Require immediate action (e.g., eliminating trip hazards, ensuring proper supervision).
- Medium-risk hazards: Require monitoring and control (e.g., PPE, first aid provision).
- Low-risk hazards: Monitored as part of routine safety checks.

Step 4: Record Findings & Implement Safety Measures

All risk assessments are documented and stored securely, including:

- Description of the hazard.
- Who is at risk and how.
- Control measures in place.
- Review dates and updates as required.

Step 5: Review & Update Risk Assessments

Risk assessments are reviewed every 12 months or:

- After an incident or accident.
- Before introducing new activities, equipment, or environments.
- When significant changes occur (e.g., weather conditions, new staff, additional animals).

5. Specific Risk Assessment Areas

Outdoor & Farm Environment Risks

- Regular checks on terrain, pathways, and weather conditions.
- Safe storage of tools, chemicals, and machinery.
- Clear supervision during outdoor activities.

Animal Interaction Risks

- Training for staff on safe animal handling.
- Clear guidelines for hygiene and infection control.
- Controlled and supervised access to animals for visitors.

Fire & Emergency Risks

- Fire risk assessments carried out annually.
- Fire extinguishers and evacuation procedures in place.

First Aid & Medical Risks

- Adequate provision of first aiders and first aid kits.
- Individual risk assessments for service users with medical conditions.

6. Recording & Reporting

All risk assessments are documented and stored for reference.

Incidents, accidents, or near-misses must be reported immediately.

Risk assessment records are available for review by regulatory bodies if required.

7. Training & Awareness

Staff and volunteers will receive training on risk assessments as part of their induction.

Regular refresher sessions will ensure all staff are up to date with safety procedures.

8. Reviewing This Policy

This policy will be reviewed annually to ensure compliance with best practices and legal requirements.

9. Contact Information

For more information about our risk assessment policy, please contact us on:

Emailing: fieldsfarmcic@hotmail.com

Calling: Charlotte – 07584045836 or Kate - 07969472087

Writing to: Directors of Fields Farm Nature Play & Therapy CIC, 1 Fields Farm, Spalding Gate, PE126UF