

# Hunslet Carr's School Allotment Risk Assessment 2025-2026

## School Allotment Risk Assessment

**Activity:** Use of School Allotment

**Location:** School Allotment Area

**Persons at Risk:** Pupils, Staff, Volunteers

**Assessment Carried Out By:** \_\_\_\_\_ Aimie Hedley \_\_\_\_\_

**Date:** \_\_\_24.1.26\_\_\_\_\_

**Review Date:** \_\_\_sep 2026\_\_\_\_\_

### Risk Assessment Table

Hazard	Potential Risk	Persons at Risk	Control Measures in Place	Risk Level (After Controls)
Uneven ground, mud, wet surfaces	Slips, trips, falls	Pupils, staff	<ul style="list-style-type: none"><li>• Pupils instructed to walk at all times</li><li>• Suitable footwear required</li><li>• Area visually checked before use</li><li>• Sessions adapted in poor conditions</li></ul>	Low
Gardening tools	Cuts, bruises, misuse of tools	Pupils	<ul style="list-style-type: none"><li>• Age-appropriate tools only</li><li>• Clear safety instructions given</li><li>• One tool per child</li><li>• Tools carried correctly (point down)</li></ul>	Low

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			<ul style="list-style-type: none"> <li>• Adult supervision at all times</li> </ul>	
Storage of tools	Tripping, injury from unattended tools	Pupils	<ul style="list-style-type: none"> <li>• Tools stored in shed when not in use</li> <li>• Children instructed to return tools immediately after use</li> <li>• Regular checks by staff</li> </ul>	Low
Plants and soil	Skin irritation, allergic reactions, ingestion	Pupils	<ul style="list-style-type: none"> <li>• Known allergies checked prior to sessions</li> <li>• No eating of plants unless supervised</li> <li>• Gloves available if required</li> <li>• Handwashing after sessions</li> </ul>	Low
Insects and wildlife (bees, insects, worms)	Stings, bites, distress	Pupils	<ul style="list-style-type: none"> <li>• Children taught to observe and not disturb</li> <li>• Calm behaviour encouraged</li> <li>• Staff aware of pupils with allergies</li> <li>• First aid procedures followed</li> </ul>	Low
Weather conditions (sun, heat, cold, rain)	Sunburn, dehydration, cold exposure	Pupils, staff	<ul style="list-style-type: none"> <li>• Sessions adapted or cancelled in extreme weather</li> </ul>	Low

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			<ul style="list-style-type: none"> <li>• Sun hats, sunscreen encouraged</li> <li>• Regular water breaks</li> <li>• Appropriate clothing worn</li> </ul>	
Boundaries of allotment area	Pupils wandering off, safeguarding risk	Pupils	<ul style="list-style-type: none"> <li>• Clear boundaries explained</li> <li>• Headcounts before, during, and after sessions</li> <li>• Adults positioned strategically</li> <li>• School safeguarding procedures followed</li> </ul>	Low
Manual handling (lifting soil, watering cans)	Strain or injury	Pupils, staff	<ul style="list-style-type: none"> <li>• Pupils encouraged to carry manageable loads</li> <li>• Demonstration of safe lifting</li> <li>• Adult assistance provided where needed</li> </ul>	Low
Hygiene	Infection from soil or cuts	Pupils, staff	<ul style="list-style-type: none"> <li>• Hands washed after sessions</li> <li>• Cuts covered before sessions</li> <li>• First aid kit accessible</li> </ul>	Low

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<b>Additional Control Measures</b>	<ul style="list-style-type: none"><li>• Dynamic risk assessment carried out by staff before each session</li><li>• Activities planned to be age-appropriate</li><li>• Staff to stop activities if unsafe conditions arise</li><li>• Any hazards or incidents reported in line with school procedures</li></ul>
<b>Emergency Procedures</b>	<ul style="list-style-type: none"><li>• Follow school first aid and emergency procedures</li><li>• Contact school office immediately if required</li><li>• Record incidents in the accident book</li></ul>
<b>Overall Risk Level:</b>	Low (when control measures are followed)