

## UCET Work Method Statement

### **MUST READ RAMS**

For other instructions relevant to this activity, you must read the following:

- ED 1 RAMS Activities Outdoors with Children (or Indoors)

## 1. **The Activity: Method Statement**

### **Activity being carried out: Activities on the Farm**

#### **How is the activity completed?**

- Children feed, pet and clean out the resident animals.
- Children are introduced to general farm safety rules: being calm around the farm, only going inside a pen with an Ufton leader, leaving gates closed.
- Children wash hand BEFORE and AFTER feeding the animals.
- If children are going to be involved in food prep or cooking (e.g., UA children) or are helping to clean out the animal pens, then they should be encouraged to wear Ufton waders. If not possible for various reasons (e.g., weather is too hot, child has sensory issues related to clothing) then other precautions may be put in place e.g., making sure any dirty clothes are changed out of before being involved in food prep.
- Any person going in the animal pens must, at least, wear welly boots as they will be required to walk through the foot baths which have cleaning chemicals in them.
- Gardening style gloves and cleaning equipment are provided if children are involved in cleaning the pens.
- Animal bedding waste must be disposed of in the compost area below the farm.
- Children are given a safety briefing for how to behave around each animal before they go in the pen with them.
- Animal feed amounts are printed on the inside of the food bins – please refer to farmhand if there is any doubt about correct amounts.
- Waders and wellies are cleaned after they've been used.
- Children are given a briefing about the green and black zones – black requires PPE.
- Children are shown how to put on their PPE
- Children are shown the footbaths which they need to walk through as they enter a green zone from a black zone.
- Children are shown the amount of feed and which feed to give the animals
- Children are shown how to brush and pet the animals
- A safety briefing for being near the animals will be given
- Children are able to learn farming skills from the past e.g. milking, making flour, wattling and interacting with animals
- Children are shown how to milk using teats and the cut-out animals.

Reviewed annually unless procedure needs to change. Next Review due: Oct 2024

Document owner – Neil Gauld

## Education RAMS 8 Activities on the Farm

- Children are shown how to use quern stones to turn wheat into flour.
- Children shown how to build a wattle fence

### **What equipment is used?**

Colour coded feed buckets; Food scoops – as directed on the information sheet attached to the food bin; Grooming brushes; Quern stones; Milking teats; Pestles and mortars; Wire brushes; Saddle querns; Wooden bowls.

### **What locations are approved for this activity?**

The Farm.

### **Who can lead this activity?**

A member of the education team who has been trained and deemed competent to lead a session.

### **Leader: student ratios**

1 member of Ufton education team to a group plus accompanying staff.

If in with the animals, 1 Ufton staff member to 15 children – too many children becomes stressful for the animals.

## **2. PPE to be issued and worn:**

**Children:** Waterproof jackets, Waterproof all in ones (for small children), Waterproof trousers, Wellington boots, waders kept on farm, as appropriate.

**Staff:** Waterproof jackets, Waterproof trousers, Wellington boots, waders kept on farm

## **3. The Risk Assessment**

### **Who is at Risk:**

The following people may be at risk of injury either when taking part in this activity or being in the area:

Children engaged in the activity, Their leaders, Members of staff, Wedding guests, Anyone else who may visit the site whilst the activity is in progress.

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Significant Hazards (These are in addition to those on any of the MUST READ RAMS)	Control measures in Place	Risk Controls Applied				Overall risk and additional comments
		Likelihood	Injury Outcome	Business Risk	Environmental impact	
The unintentional spread of zoonosis,	<ul style="list-style-type: none"> <li>Member of UCET leads activity and makes sure that visiting adults are aware of procedures.</li> <li>Anyone entering the animal pens are required to wear wellies or waders and must walk through the chemical footbaths.</li> <li>Waders and wellies are cleaned after they've been used.</li> <li>Hands are washed before and after interacting with the animals.</li> <li>Footbaths are topped up every week by the farm hand.</li> <li>Animals stay inside their paddocks, except when being moved to new ones.</li> <li>Sick animals are quarantined and children anyone who is not Ufton staff is not to interact with them.</li> </ul>	1	5	5	3	<b>75</b> Hand washing to be supervised by an adult Boot washing supervised by an adult This should be for a minimum of 20 seconds
Injury or illness inadvertently passed to animals.	<ul style="list-style-type: none"> <li>When hand feeding animals, hands must be washed before feeding a different animal and then washed after or different children feed different animals; hands must be washed before and after feeding the animals.</li> <li>Children who are unwell should not take part in any petting or feeding activity.</li> </ul>	1	5	3	3	<b>45</b> Make sure sick children stay away from animals
Emergence of a national pandemic of animal illness e.g., Avian flu	<ul style="list-style-type: none"> <li>Government guidance is followed.</li> <li>Animals concerned are quarantined.</li> <li>A limited number of named staff can access the quarantine area.</li> <li>PPE will be worn, and hand washing protocols followed</li> </ul>	2	4	4	3	<b>96</b> Strict adherence to government guidance is essential
Being trodden on or bitten by an animal	<ul style="list-style-type: none"> <li>Children are supervised whilst with animals.</li> <li>Children are briefed about how to behave whilst near animals and how the animals might react to them.</li> </ul>	2	3	2	1	<b>12</b>

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Education RAMS 8 Activities on the Farm

Animals not being cared for correctly	<ul style="list-style-type: none"> <li>The welfare of animals is monitored by a member of the support team.</li> <li>Any animals looking unwell are reported, quarantined and a vet called out – there will be no contact with any children.</li> <li>When hand feeding animals, hands must be washed before feeding a different animal and then washed after or different children feed different animals; hands must be washed before and after feeding the animals.</li> <li>Appropriate feed stuffs are purchased, and appropriate amounts are given to the animals using colour coded buckets.</li> <li>During holiday and weekend periods when there are no children resident on UA, care and feeding of the animals is designated to an onsite member of staff.</li> </ul>	1	5	5	3	75 Frequent vet visits Animals checked regularly Health care plan agreed with veterinary practice
Injury caused by quern stones,	<ul style="list-style-type: none"> <li>Children are shown how to use quern stones and given a safety briefing.</li> <li>Stones and location is checked prior to use.</li> </ul>	3	3	1	1	9
Risk to pregnancy,	<ul style="list-style-type: none"> <li>Pregnant women are strongly advised not to visit the farm; this is included in the briefing given to visiting teachers and leaders.</li> </ul>	1	5	3	1	15

Key

Likelihood	Injury Outcome	Business Risk	Environmental Impact
1 Remote – no historical occurrences here but has happened elsewhere	1 No treatment	1 No impact	1 No impact
2 Unlikely – Occurs here but extremely rare (not in last year)	2 On site first aid administered	2 Minor impact	2 Minor Impact
3 Possible – has occurred in the last year	3 Treatment by external medical professional and same day discharge	3 Moderate short term impact	3 Moderate short term impact
4 Foreseeable – occurs occasionally (once per term)	4 Admission to hospital	4 Serious medium term impact	4 Serious medium term impact
5 Regular – occurs regularly (weekly)	5 Death or life changing injury	5 Very serious long term impact	5 very serious long term impact
<b>Multiply Likelihood x Injury Outcome x Business Risk x Environmental Impact. Any score above 25 must result in control measures being applied in the additional comments column</b>			

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