



HANDLEY FARM

Risk assessment for farm visits and open days

This risk assessment is designed to assess Handley Farm for farm visits. All of the significant risks must be assessed. The document should be read in conjunction with the Handley Farm Health and Safety Policy Statement.

Farm Name: Handley Farm	
Address where visit will take place: Handley Farm Wilderbrook Lane Shottle Belper Post code: DE56 2DT	Email: hello@handleyfarm.org.uk
	Website: handleyfarm.org.uk
	What3words: ///opera.forehand.sailor
Date of Risk Assessment: 01/05/2024 Revisited: 19/02/2025 10:00	Time of Risk Assessment: 01/05/2024
Carried out by: Aj LAVEN, Sally WOOD	Signature: Aj LAVEN, Sally WOOD

Checklist:

- Sufficient access for visitors' vehicles (cars, coaches etc) with one-way system or turning area
- Areas out of bounds marked off by yellow/orange cones
- Hand washing point provided, and signposted
- 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
- Insurer has been informed and farm has adequate Public Liability cover

Summary (to be completed after the assessment)		
Is more information required?	Yes/No	More HSE guidance notes are available at: www.hse.gov.uk/agriculture/topics
Authorised by Visiting organisation: (Signature)	Acceptable: (for visiting groups?)	Yes/No
..... Print name:	Further action required:	Confirm sufficient school accompanying adults for ratio 1:6 for years 1-3 (as per Dept for Education "The Health and Safety of Pupils on Educational Visits)
Further action required: Supervision of guests is vital. This is a working farm, therefore risks exists and following thorough assessment, many mitigations include a requirement for mitigation through close supervision during any site visit.		
Additional action required:		

What are the hazards?	Who might be harmed and how?	What are you already doing?	What further action during visit is necessary?	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.	Appointed volunteer to supervise car parking, movement of vehicles. All mini buses booked in and supervised and parked in allocated area outside The Bull Shed entrance.		S Wood		
Public access/ roads vehicle movements	Visitors.	T.Laven (H&S Officer) always aware of occurrence of care farm or educational visits and will inform farm education lead if unexpected vehicle movement. Appointed volunteer to supervise. Segregate vehicles and pedestrians.	Do not carry out vehicle movements during farm visits. If absolutely necessary, ensure vehicles and pedestrians are segregated. Avoid holding visits at predictably busy times (eg hay-baling). Brief contractors carrying out essential work when visitors on site.	S Wood. All farm staff to be informed of any farm visits taking place.		
Lost or disorientated visitors	All visitors - May wander into unsafe areas	Unsafe areas fenced off. Good supervision of visitors around clearly defined routes. Lock unsafe areas or put barriers across with signage. Regular headcounts. Ensure visitors know what to do if they get separated from the group.	Inclusion of question re risk of wandering on pre-visit information provided.	AJ Laven		
Allergy to hay, animal hair, dust, bee stings etc	Asthma, allergic reactions	Allergy information requested on pre-visit information.	Visitors with known allergies likely to be exposed in farm environment to be aware of need to bring /use preventative or medication and inform farm staff.			
Trailer rides	Visitors on a tractor and trailer ride - physical injuries: falling; being crushed or run over	BD brings his own tractor/trailer (with insurance) to open events	Suitable trailer (See HSE agricultural information sheet AIS 36; requirements for on road use of trailers carrying passengers are more onerous and further advice should be sought). Trained & competent driver. Tractor/trailer maintained. Supervision. Safe steps and handrail to access trailer.	Not Applicable for educational school visits		

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Workshop in use by farm staff	All visitors - physical injury from slips, trips and falls	Workshop closed and staff supervision to ensure visitors do not enter. Pre-visit information describes requirement to remain within coned area.	Workshop closed and staff supervision to ensure visitors do not enter.	AJ Laven/ supervising staff		
Uneven ground, steep paths	Visitors on nature trails, farm walks - slips, trips and falls	Visitors and staff warned of uneven surfaces. Choose a safe route or path - walk and check route for hazards. Cordon off problem areas. Warn visitors before setting off. Signage.		Appointed volunteer S.Wood and accompanying adult		
Ponds and water courses; zoonoses - Weil's disease	All visitors - drowning; contamination with infectious agent from contact with water.	Pond has raised edges and is raised 90cm from ground surface. Hand washing facilities if any visitor's hands come into contact with pond water.	Prevent access. Divert route to avoid water course - signage (at entrance and near water course).			
Fences and gates;	Visitors' physical injuries - cuts, grazes etc. Contamination of visitors from touching farm animals or contaminated surfaces followed by ingestion of micro - organisms.	Maintenance of fences & gates. Regular cleaning to prevent contamination. Provide hand washing facilities.	Double fencing to be dynamically considered if concern re diseases and therefore any animals in non-contact areas. Supervision.			
Barns and yards - bale stacks; unsecured tractor wheels, pallets, boxes etc	All visitors - struck by falling objects, injuries due to climbing/falling.	Check stacks are secure & restack if required. Remove hazardous objects, tripping hazards etc. Store wheels/tyres etc safely.	Add to pre-visit information not to climb on hay bale or tyre stacks. Hay bales to be outside of the accessible coned areas.	Appointed volunteer S Wood, all farm staff and accompanying adult		

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Milking parlour	Visitors at milking demonstration – slips on wet surfaces.	See hand washing checklist. Visitors warned to stay away from goat hooves. Bar at head height for adult visitors however not sufficient for children. Use of designated viewing side. Supervision direct – for any children viewing from milking side.	Clean parlour prior to visit. Supervised hand washing must be provided. Designated viewing area/ access routes to front. Supervision. Signage on steps, etc. Remove any tripping hazards.	Appointed volunteer and accompanying adult		
Shearing activities Electricity zoonoses – such as orf, E coli O157, Cryptosporidiosis, etc	Visitors and staff/ helpers at shearing demonstration; electric shock or burns; tripping on wires; contamination with manure/dung. Only applicable on Open Farm Sunday.	Open days only for demonstration	Maintenance of electrical equipment & systems. Use RCDs on sheep shears. Regular cleaning of area. Designated viewing areas. Wires out of passageways. Washing facilities.	Not applicable during educational school visits.		
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.	Park machinery safely e.g. Lift trucks & loader tractors with buckets/spikes on the floor.	Static machinery must be supervised if included in educational activity. Keys must be removed. Remove/ protect sharp edges & dangerous parts.	Appointed volunteer and accompanying adult.		
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.	PTO shafts & other dangerous parts must be guarded. Cordon off demonstration area. Remove keys & park safely when not in use.	Signage and supervision if included in educational activity. Staff/helper training. Remove keys & park safely when not in use.	Appointed volunteer and accompanying adult		
Electrical equipment – Saw benches, heavy plant (not part of display)	All visitors – physical injury from contact with dangerous parts.	Not accessible to visitors	Equipment stored or locked away and not used during visit/event. Restrict access. Fit guards to those on display. Disconnect power supply and make safe.			

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Zoonoses including E coli O157, Cryptosporidiosis, Brucellosis, Tuberculosis, Chlamydia 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, & pens; pregnant women (C abortus).	<p>Do your hand washing facilities include the following:</p> <p>Enough basins/points Sufficient basins ✓ Liquid soap ✓ Paper towels ✓ Running water ✓ Use of portable handwashing if required in certain contact areas ✓</p> <p>Visitors will be encouraged to wash their hands thoroughly by:</p> <p>Signage ✓ Volunteers/staff ✓</p>	Select healthy stock. If visitors touch livestock or fencing hand-washing facilities must be provided. Locate facilities at exit of animal contact area. Signage and supervision by trained staff/helpers must be provided. 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. Animals in contact area should be clean and healthy (See the Industry Code of Practice Preventing or controlling ill health from animal contact at visitor attractions). Designated eating areas where contact with animals prevented.	Appointed volunteer S.Wood		
Poultry – Psittacosis (dust from faeces), Chlamydia psittaci;	Visitors petting hens, chicks; feeding the chickens, pecked, scratched.	<p>Boot washing facilities at exit of the barn prior to hand washing ✓</p> <p>Farm-owned wellies to borrow to be washed regularly and disinfected inside after each use ✓</p>				
Goats	Visitors entering animal pens; feeding the animals; herding animals; performing simple farmyard tasks, contamination with dung, trampled; crushed; bitten; kicked; butted.		No visitor access to animal pens unless supervised and risk assessed on site. Warn visitors of the dangers of walking behind an animal and not to pick up the goat kids. Explain to visitors that sudden sounds or movement may frighten animals. Use signage and supervision by trained staff/helpers.	Appointed volunteer		
Manure and faecal seepage – E coli O157	Visitors viewing animals or entering livestock sheds walking through manure; touching manure on gates/walls/ partitions contamination on shoes, laces, pushchair wheels; slips, trips and falls.		Clear areas of accumulated dung. Define pathways and keep clean. Clean gates, partitions. Provide option to borrow farm wellies (various sizes (not all)). Provide facilities to allow cleaning of contaminated footwear etc.			

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
Farm pets - dogs and cats	All visitors, especially children - bitten; scratched; toxoplasmosis through stroking, petting.	Introduce visitors on arrival to farm dogs and confirm if noise/fear/phobia issues exist (also included in pre-visit information form).	Keep pets indoors away from visitors if identified preference/phobia.	Appointed volunteer S.Wood		
Fuel storage tank	All visitors - personal contamination, fumes, burns.	Keep fuel tank locked and away from access.				
Animal feeds	Animal feeds are in closed cupboard or feed bin. All visitors - ingestion of feeds or contamination with micro organisms.	Prevent access to feed stores.	Supervision of feeding animals. Washing facilities.	Appointed volunteer S.Wood		
Chemical and veterinary products	All visitors - ingestion of harmful chemicals, breathing vapour or skin; contamination.	Chemical and veterinary products locked away in a suitable store.	Supervision if unlocked at the time due to milking in progress.	Appointed volunteer S.Wood		
Food, refreshments	Visitors who eat food supplied at venue - food poisoning, illness.	Provider has food hygiene certificate and HACCP. Only food prepared by Bull Shed staff.		Bull Shed staff		
Working outside in hot weather	Sunstroke	Planning of activities to consider the weather forecast - ensure sufficient shade, regular breaks and water breaks.				
Working outside in v cold weather	Hypothermia	Planning of activities to consider the weather forecast - consider indoor activities and offer hot beverages during break.				

Additional information is available to download in the Health & Safety section at www.VisitMyFarm.org:

Access to Farms:

Industry Code of Practice (COP): Preventing or controlling ill health from animal contact at visitor attractions

Managing Risk Checklist

Full COP version 2 (updated March 2015)

Summary of control measures

Advice to teachers

