



Big Sheep & Little Cow Farm

Aiskew Watermill, Bedale, North Yorkshire, DL8 1AW

Telephone: 01677 422125

Dear Customer,

EDUCATIONAL BOOKING PACK

Thank you for your educational booking enquiry.

Attached is an Educational Booking Form, Health & Safety advice sheet for teachers and our Risk Assessments. Please call to check availability of dates before completing the form, then send it back with a £30.00 deposit (cheques to be made payable to 'Oakwoods'). If you have any specific learning objectives you wish to be covered on your visit, we would be more than happy to tailor our services to suit your needs.

Please ensure that all outstanding monies are paid on the day of your visit, as a surcharge of £30.00 will be added if an invoice is raised.

We look forward to hearing from you.

Yours faithfully,

Carol Clark.

Farm Tours - Rides - Parties - Farm Made Ice Cream
www.farmattraction.co.uk



Big Sheep & Little Cow Farm

www.farmattraction.co.uk

2012 Educational Booking Form +15

Name of School	
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Contact Person	
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Address	
Post Code	
Telephone No:	
E-Mail Address:	

Children:	
Adults:	
Age of Children:	
Learning Objectives:	

We offer free places for teachers/ helpers on the following ratios:
Under 5's **1 to 4**, Age 5 to 8's **1 to 6** and Age 8 and over **1 to 8**
Any extra adults outside the ratio will be charged £5.25

Date of visit	
Time of arrival	
Departure time	
Booking taken by	

Farm Tour.	Interaction with farm animals, pets and pests, exploring		
Woolly Jumpers Play Barn.	sensory development. Can adapt specific learning objectives to meet national standards.	£5.25	
Outdoor sand area, play equipment.	Indoor and outdoor exercise for both adults and children. An opportunity to have fun whilst developing 'self' confidence and trust when participating in physical activities. (Socks must be worn by adults & children in play area)		
Ice-cream	A vanilla ice-cream served in a small tub or a cone.	£1.50	

To avoid disappointment please send this form **ASAP**,
With a booking fee of £30.00 made payable to '**Oakwoods**'
Balance due on the day of visit via a single method of payment

<p>The Big Sheep & Little Cow Farm Aiskew Water Mill Aiskew Bedale North Yorkshire DL8 1AW Telephone: 01677 422125 E-mail: enquiries@farmattraction.co.uk</p>



Avoiding ill health at open farms – Advice to teachers

HSE information sheet

AIS23 Supplement (revised)

This supplement to AIS23 *Avoiding ill health at open farms – Advice to farmers* advises teachers and others who organise visits for children to farms on controlling the risk of infections from the animals the children may contact during their visit.

All animals naturally carry a range of micro-organisms, some of which can be transmitted to humans, where they may cause ill health. Some infections which may be contracted on farms, such as the bacterium *Escherichia coli* O157 (*E coli* O157 and also more recently *E coli* O26), present a serious hazard and potentially cause severe disease which may be particularly acute in young children.

While the hazard from infection resulting from a farm visit is real, the risks are readily controlled by everyday measures. The following sensible steps will help make your visit even more safe, healthy and enjoyable.

Before your visit:

- read and understand the advice in the main AIS23 information sheet, and discuss visit arrangements with the farm management. Assure yourself that the facilities provided match the recommendations in AIS23;
- complete a risk assessment which will help you to decide the appropriate level of adult supervision for the group. Staffing ratios for visits are difficult to prescribe as a range of factors need to be taken into account including the age, ability and characteristics of the group, the mode of travel, the nature of the activities planned, and the experience of the teachers and other adults in off-site supervision. In addition to the teacher in charge, there should be enough supervisors to cope with an emergency. Further advice may be obtained from your local education authority or the Department for Children, Schools and Families (www.lotc.org.uk);
- discuss with the supervisors, who may be parents or staff of the school, creche etc, their role during the visit. They must understand the need to make sure that the children wash, or are helped to wash, their hands thoroughly after contacting animals, and follow the other rules suggested below;
- discuss with pupils the rules for the visit, stressing that they must not eat or chew outside the areas in which you permit them to do so;
- make sure that pupils wear appropriate clothing, including sturdy outdoor shoes (not sandals) or wellington boots if possible;
- check that cuts, grazes etc on children's hands are covered with a waterproof dressing.

During and after the visit, make sure that the children:

- do not kiss animals;
- always wash their hands thoroughly before and after eating, after any contact with animals and again before leaving the farm;
- eat only food that they have brought with them, or food for human consumption they have bought on the farm, in designated areas, and never eat food which has fallen to the ground, or taste animal foods;
- do not suck fingers or put hands, pens, pencils or crayons etc in mouths;
- clean or change their footwear before leaving, remembering to wash their hands after any contact with animal faeces on their footwear.

Check that the children stay in their allocated groups during the visit, and that they:

- do not use or pick up tools (eg spades and forks) unless permitted to do so by farm staff;
- do not climb on to walls or animal pens etc;
- listen carefully and follow the instructions and information given by the farm staff;
- approach and handle animals quietly and gently;
- do not chase, frighten or torment the animals.

Remember:

- the children are your responsibility during the visit;
- you should supervise them during the visit, especially during hand washing to make sure that each child washes and dries their hands thoroughly. Farm staff may be able to help with this supervision;
- allow plenty of time before eating or leaving so that the children do not have to rush.

If a member of your group shows signs of illness (eg sickness or diarrhoea) after a visit, advise them or their parent/guardian to visit the doctor and explain that they have had recent contact with animals.

Further information

Extra copies of this information sheet and supplement are available free from HSE Books, PO Box 1999, Sudbury, Suffolk CO10 2WA. Tel: 01787 881165 Fax: 01787 313995. Website: www.hsebooks.co.uk

RISK ASSESSMENTS IN CONNECTION WITH EDUCATION/TOURISM

AT

BIG SHEEP & LITTLE COW FARM

Risk Assessment reviewed by Carol Clark on 10TH APRIL 2010

Risk No. 1 - Ice Cream Tasting

Possible Risk:

Possible contamination of Ice Cream which would be eaten by tourist visitors if
Containers and spoons not kept clean/covered.
Dirty spoons mixed with clean spoons.
Not keeping the ice cream at the correct temperature.
Poor procedures which might cause one guide to use product which another had rejected.
Tourist visitors contaminating the ice cream as it is passed around.

Risk Assessment - LOW

Control Measures:

Guide to check spoons and containers prior to tasting session.
Check that the ice cream is the correct texture.
Allocate the correct number of spoons to each visitor and advise them that they can only be used once.
All dirty spoons to be put into a disinfectant immediately after use.
Ice cream which is left over will either be disposed of immediately (for animals) or put into the freezer.
The ice cream scoop must be stored in clean water, which must be changed not less than every hour.
Guides must ensure that they have washed their hands thoroughly before serving ice cream.
Clothing and hair must not place the product at risk.

Risk No. 2. - Handling small animals

Possible Risk:

(i) Bacterial contamination on hands or clothing of anyone handling the small animals.
This would be made worse if the animals were not in a good state of health.
Being bitten by an animal, especially if it felt insecure or was handled without care.

Risk Assessment - LOW (based on the history of the past twenty-one years)
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Control Measures:

Make sure that all schools and groups are sent a Health and Safety Advice Sheet prior to the visit.
Children are to be asked not to put their fingers in their mouths after handling animals and before they have washed their hands.
Children will be shown how to handle animals correctly.
Children will be asked to comply with our code of practice -
 listening carefully to the guide at all times
 no unnecessary noise.
 No running around
If they have any cuts or grazes we will cover them.
Provision of wipes and anti-bacterial lotion in small animal barn, should small animals defecate on hands of visitors
If they are cut or grazed during the tour we will immediately wash and cover the area.

Risk No. 3. - Feeding lambs

Possible risks:

The very young child thinking that the bottle is for them and drinking from it.
Lifting of lambs using incorrect handling techniques (visitors and staff) and straining or spraining parts of the body.
Being accidentally bitten by a lamb.
Bacterial contamination on hands or clothing.
Tripping over objects which may have been left by others.
Transmission of Orf to children.

Risk Assessment - Low (three examples of accidental nips in 20 years of operation until 2009, when 5 suspected cases of E-Coli 0157. Currently not proven to my satisfaction and will be considered by a microbiologist)

Control Measures:

Check the condition of animals being used on a daily basis and anything showing signs of sickness must be removed to isolation away from the visitor
Warn parents of young children to manage use of the bottle.
The back must not be used as a lever when lifting anything.
Guide must be on the look out for objects which might cause a tripping hazard for visitors
Guide must insist that everyone washes their hands thoroughly at the end of the tour.
Guide and/ or parents to apply Sanitiser on to hands of under fives and children with special needs during the tour. This is in addition to thorough handwashing at the end of the tour. (Revised 16th September, 2009)

Risk No. 4 - Bathing & Feeding the Pig

Possible risks:

The pig could inadvertently stand on the toe of a visitor.
The pig could bite a visitor by accident or design.
Possible bacterial contamination from pig to hands or clothes of small children

Risk Assessment - Low (no accident in past 20 years until 2009 when pig washing was seen as a potential cause of E-Coli 0157)

Control Measures:

Select the pig according to temperament
People who bath the pig, treat him or her with respect.
Children are not to be rough with the pig
Immediately prior to using pig, clean contact areas with Byotrol wipe (Revised 20.10.09)
Bath pig in 3% solution of Byotrol. Thoroughly clean sponges between each use. (Revised 26th September, 2009.)

Risk No 5 - Handling Poultry

Possible Risks:

Someone being pecked or scratched.
Bacterial contamination.
Allergic reaction to feathers
Avian Flu' ?

Risk Assessment - Low

Control Measures:

Tour guide to maintain strict control.
Show participants how to hold poultry - firmly holding the wings.
As far as holding the chicks is concerned, be sure to ask the children not to squeeze them as the chick is at risk here, particularly with toddlers
In the event of Avian Flu' arriving in Britain, all poultry will be housed and not come into contact with visitors

Risk No 6. - Inspecting larger animals at close quarters - Sheep, cows, goats, ponies, donkey.

Possible Risks:

- (i) When visitors are looking at the larger animals in the field be sure to warn them to keep their feet well away from the animals to avoid having toes trodden on.
- Take care not to have people, in particular children stand immediately in front of animals, because animals being animals may just decide to walk forward and knock them over.
- Allowing children to run around and be noisy, can cause anxiety amongst the animals and so risk accidents.
- Warn visitors about cow pats and the like. Some people are quite distressed if they dirty their shoes. If you notice that this is the case, give them paper towels upon returning to the building and ask them to make sure that they wash their hands well afterwards.
- Small children may fall into dirt. If parents have a change of clothing with them, assist them in cleaning the child or ask another member of staff for help.
- Gates and barriers may become contaminated by faeces

Risk Assessment - Medium

Control Measures

When in the field with visitors it is essential that they obey your rules to avoid accidents - bumps and bruises. In the event of an accident please use the first aid box and write up the accident in the accident book. However we must avoid accidents at all costs.

Clean and sanitise gates and barriers on a weekly basis or as the need is recognized (Revised 28th September, 2009)

We must always be mindful of the health risks of E Coli 157 etc., therefore after a tour you must insist in a nice way that everyone who has touched animals must wash their hands thoroughly

- anti-bacterial soap
- paper towels

PLEASE SUPERVISE THIS Demonstrate how the magic eye works.

Risk No. 7. - In the milking parlour

Possible risk:

There are several different levels and fairly steep steps - all hard surfaces, therefore there is a risk of tripping.

There is a metre drop from where the sheep stand to the bottom of the pit, so if toddlers are in here be sure that parents keep them under control, otherwise there could be a serious fall.

If for any reason you decide to go through the door into the holding pen, be sure to warn everyone about the low doorway, otherwise people may bump their heads.

Risk Assessment - Medium

Control Measures:

You must explain about the steps and the necessity to take care.

Explain that small children must be managed/controlled

Risk No. 8 - The Sand/Play Area

Possible Risks:

Dirty footwear to contaminate the sand.

Sand in eyes - if it is thrown therefore it is strictly forbidden to throw sand.

Children must be supervised by their parents at all times while playing on toys, because of the risk of others bumping into them, nipping fingers etc.

Toys not being safe.

Risk Assessment - Low

Control Measures:

Tell children that they must not throw sand

Tell people to clean their feet if you notice that they are dirty- show them where the foot brush is.

Inspect the toys on a daily basis and if anything looks damaged - remove it.

Check the sand daily - remove debris. Disinfect weekly

Do not allow people to eat food or drink in the sand area.

Periodically use peracetic acid on nearby picnic tables (Only to be done by David)

Use Byotrol Micro-cleanse for weekly disinfection of surface of sand and wooden barrier.

Risk No. 9 - Picnic area

Possible Risks:

Possible contamination of benches, tables and ground where people may decide to eat, because of soiling by poultry or wild birds.

Animals and poultry intruding upon visitors while they are eating and causing an accident.

Visitors getting pecked feeding poultry.

Risk Assessment - Low

Control Measures:

Addition of signs in prominent places to raise awareness of the need for good hygiene practices.

Regularly check bench and table tops and deal with accordingly

Ensure all poultry are docile and of sound temperament.

Provision of walled courtyard for group picnics away from animals and poultry

Risk No. 10 - Toilets/Wash Basins

Possible Risks:

Insufficient soap/paper towels/toilet paper for visitors to utilise the facilities properly.

Water on the floor could cause a slipping hazard.

Risk Assessment - Low

Control Measures:

Provision of baby changing facilities for the young family

Provision of Disabled Toilet facilities

Provision of stools for toddlers to stand on to wash hands or use toilets.

Ensure that the periodic checks on these facilities are carried out and that the record is maintained.

When the floors are washed please ensure that the wet floor warning notice is displayed.

Risk No. 11 - Pregnant Ladies near Sheep which are giving birth

Possible Risk:

It is possible that sheep can suffer from Enzootic Abortion, which causes them to abort their lambs, which usually die. When pregnant ladies come into contact with such infection it can place them at risk of aborting their babies. This risk is only at lambing time. Our flock do not have this problem, because we are a closed flock, however, one can never be certain just how and when such infection can occur therefore it is safer to warn pregnant ladies not to mix with the sheep at lambing time.

Risk Assessment - Treat as High, even though it has never been an issue

Control Measures

1. Explain this to pregnant ladies and give the responsibility for the decision making to them.

Risk No. 12. - Lifting Lambs out of the pens

Possible Risk:

When lifting lambs out of the pens either to inspect or to feed, if we do not handle them properly i.e. use one's back as a lever while lifting it is possible to strain one's back - this is particularly the case when the lambs are a couple of months old.

Risk Assessment - Medium

Control Measures:

When lifting anything, it is essential to assess the weight before lifting and prepare to do it correctly. Do not use the back as a lever.

- (ii) This means bending the legs and using the leg muscles to lift.
- (iii) If the weight is too heavy, then it is essential that you ask someone to help you.

Risk No. 13 – Pony Rides

Possible Risk:

Child's toes being trodden on by pony.

Child being kicked or bitten by pony

Losing balance and falling off the pony.

RSI and back injuries to person leading pony.

The unexpected startling the pony – Noise, sudden movement, aircraft, wind, rain, thunder, child being badly behaved

Risk Assessment - Medium

Control Measures:

When pony rides are in operation children wait outside the field.

Children have to wear a riding hat that complies with current relevant British Standard.

Children must wear heeled shoes

All handlers to be trained in the in-house procedures: training recorded; under twenty year olds accepted by our insurance company as competent to do the job

The pony ride operator must take regular breaks and be trained in appropriate lifting techniques.

The pony ride operator must be confident in handling the pony/animals.

All equipment must be regularly inspected and repaired as necessary

Children given appropriate instruction. ie. Hold on to saddle, feet in stirrups, no shouting.

Select the ponies for quiet, calm, temperament and reliability

Children will remain on lead rein at all times

Parent/Guardians sign to acknowledge the risks involved in the activity

Do not use pony when weather inclement

Check the health and well-being of the pony on a daily basis. Do not over use the pony to the point of fatigue.

Give regular rests, water and shelter from sun in mid-summer

Risk No. 14 – Buggy Rides Revised 5th November, 2010 for Polaris Ranger RZR 170 cc Sidexside

Possible risks:

Children may not have the motor skills/co-ordination to drive safely
Children may be over confident in their own ability
Children may lose control and collide with obstacles
Contamination of interior with dirty boots

Risk Assessment - Medium

Control Measures:

(i) All parents sign to confirm age of child and to accept the risks
PPE to be worn at all times. (Helmet, goggles, gloves)
Carry out maintenance and safety checks before use.
Careful instruction of all children before ride starts
The objective of the exercise is to learn to control the vehicle on an obstacle course, not to go fast.
In relation to Risk (iv) the vehicle will be cleaned internally after each use.
The vehicle is mechanically limited to a maximum of 10 mph
All drivers will be accompanied by a trained member of staff, namely Duncan, who will instruct and control behavior. At worst cut off the power and apply handbrake
Use of straw bales or other such buffers to minimise the result of loss of control.
All accidents and incidents must be recorded in the accident book and analysed at staff meetings.

Risk No. 15 – Woolly Jumpers Play Barn

Possible risks:

Falls, Trips slips resulting in cuts and bruises
Collision with others or objects
Bullying and intimidation of younger more vulnerable children
Horseplay with friends resulting in accidents
Risk to other users from children wearing calipers and or other metal braces if in collision on slides or elsewhere. Also risk of damage to equipment which then becomes another hazard to all. Use of boots also undermines our general rules (Revised 10.04.08)
Cross contamination, caused by removal of shoes, particularly when soiled (revised 25.09.09)

Risk Assessment - Medium

Control Measures:

All parents sign to confirm acceptance of the rules of the establishment
All shoes and sharp objects to be removed from the person, before using the equipment.
In relation to (v) disabled use when wearing metal braces it is not practicable unless closed to other users (Revised 10.04.08)
Toddlers require greater parental supervision, when the playbarn is in multi-use (Revised 10.04.08)
The barn works on the basis of shared space, which requires respect and tolerance of all users. Authoritative staff monitoring and explanation needed to maintain the culture. (Revised 10.04.08)
Provide sanitizing gel for use prior to entry into play area/prior to eating to reduce bacterial contamination on hands (revised 25.09.09)
Member(s) of staff present at all times to manage and monitor behaviour
Parent/Guardians acknowledge their own responsibility for safety of minors
CCTV to monitor blind spots and relay images back to reception and the seating area
Adhere to strict rules when using the slides – No one starts until the bottom is clear.
No horseplay
No climbing on safety netting
No throwing of balls
No sweets or food to be consumed on the play equipment
No anti-social behaviour
Detailed daily inspection and cleaning of equipment
ROSPA Inspection & Certification.

Risk No. 16 – Barrel Train

Possible risks:

Possible knocks to the passenger, on bodywork of barrel when train in motion and going over bumpy ground
Collision with grazing animals if present in fields
Young children bumping head or face on steering wheel if not adjusted properly.
Person falling if trying to leave while train still in motion.
Possible contamination of barrels with mud and faeces from feet of users, during wet weather conditions (Revised 16th September, 2009)

Risk Assessment – Medium

Control Measures:

Staff to give assistance to passengers entering and leaving barrels.
All passengers must wear a seat lap belt and staff will check that it is correctly adjusted to suit the size of the passenger.
Steering wheel adjustment checked to suit the passenger.
Passengers told to stay in seat until the barrel is stationary.
Toddlers to be accompanied by an adult (one charge per barrel). Barrel train driver to assess the safety of the combination of the two persons in connection with identified risks. Take into account size of bodies and proximity to hard surfaces. Driver to check with passengers to ascertain their safety and comfort.
Check all barrels for contamination prior to each use and clean, dry and sanitise as appropriate.
Do not use in very wet conditions in view of possible splashes causing contamination of clothing (Revised vi & vii 16th September)

Risk No: 17 – Pedal Go-Carts and Tractors

Possible Risks:

Collision with pedestrians at change-over
Because this is a family activity all users must be mindful of their speed and more inexperienced users
Collision caused by inability to apply brakes
Collision caused by under developed motor skills
Bacterial Contamination of grass surface by wild rabbits /birds and other stray farm animals including dogs

Risk Assessment – Medium

Control Measures:

Users must not walk on the Yellow Road, when others are driving.
Adjust seats on go-carts according to size of rider
Riders must not use equipment which is the wrong size for them – too small – too big.
All users must follow in one direction according to arrows.
When first using go-carts all users must experiment with brake before building up speed.
Restrict over zealous use and speed risking collision
Barriers to prevent collision with boundaries and objects.
Each item to be checked daily for damage which could put the user at risk
Daily walk over course to check for contamination of grass and toys. Then clean and sanitise as appropriate.
(3% solution of Byotrol Micro-cleanse following cleaning) (Revised 16th September, 2009)

Risk No 18 – Building House from Straw and Wood

Possible Risks:

Strain caused by lifting straw bales
Straw Bales or other materials falling on children
Allergic reaction to straw
Splinters from wood

Risk Assessment – Medium

Control Measures:

Adult supervised activity at all time
Restrict height limit to approximately one meter
Use only light materials
Select clean bales of straw
Check before starting activity that no one is allergic to straw and dust.
Check wood for splinters and warn children about the danger of using wood

Risk No 19 – Making a Concrete Slab

Possible Risks:

Cement is a light powder and wind could easily blow powder into eyes of children
Cement can burn skin and cause irritation
Concrete can spoil clothing

Risk Assessment – Medium

Control Measures:

Adult supervised activity at all times
Only adult to handle cement and introduce to sand
Plenty of water available for washing hands
Check hands and clothing immediately the task is complete

Risk No 20 – Playing with Sheep Dog

Possible Risks:

Contamination of frisby or other items when children throw it into the field for the dog to collect. This could be especially dangerous if this occurs when people are having a picnic.
Accidental nips from over zealous play.

Risk Assessment – Medium

Control Measures:

No farm yard animals within the vicinity of picnics.
Increase the number of hand-wash notices to warn visitors of the risk of bacterial infection
Only allow visitor contact with the farm dog under managed conditions.
(Revised 16th September, 2009)

Risk No 21 – Contamination of Clean Areas from footwear and or clothing used on Farm

Possible Risks:-

When staff are working in animal pens or in fields, feet or clothes may become soiled with animal faeces and transfer into clean areas.

Risk Assessment - Medium

Control Measure

Footwear used in these settings must be removed in the back-up room/ sprayed with Biotrol and other shoes used in play areas etc.

Guides to use ankle boots for tour and change footwear if transferring to work in playbarn or other areas

Guides to wear dust coat or other appropriate covering while doing farm work and remove before entering other areas.

The back up room is only to be used by staff and labeled as such

Wash your hands after changing footwear or clothing.