

## Sand Dune Habitat Safety Checklist

**It is the responsibility of the leader to be familiar with and take account of this checklist each time they undertake an activity.**

### General Information

- School should provide sufficient teachers/leaders to supervise children at all times and during an emergency, according to the ratios recommended by PCC. If ratios are exceeded NPA leaders have right to refuse to deliver session.
- Responsibility for behaviour of the group lies with school leaders. NPA leaders have the right to refuse to continue with an activity if the group is not supervised to their satisfaction.
- Remember that walking on soft, shifting sand can be exhausting. Be aware of the limitations of the group.
- The group should be made aware of other members of the public and asked not to intrude on their enjoyment of the place.
- Group told to listen to instructions from NPA leaders - if they hear a whistle, stop immediately.

**The leader must be able to answer yes to all the following questions to ensure that the activity is undertaken safely.**

### Before the Event

- Have you checked the ratio for this activity?
- Have you contacted the school?
- Have you checked the weather forecast? Is the weather appropriate for the planned activities? If the weather is unsuitable, is there an alternative location?
- Do you have all the equipment needed for the event?
- Are you familiar with the location?
- Are your first aid qualifications up to date and do you have a first aid kit?
- Have you a fully charged mobile phone?
- Have you identified safe road crossing points?

Contacting the school should include briefing the teacher:

- About the activity.
- About the expected weather.
- About any clothing required.
- About ratios for the activity

It should also include an exchange of information about children who may have particular needs, e.g. medical, behaviour.

### During the Event

#### Before the school arrives

- Have you checked the site for specific hazards?
- Do you know where the nearest toilet/washing facilities are?
- Have you checked if you have a mobile phone signal?
- Are you aware of other users at the location today?

- Are you aware of any other events at the location today that may affect your activity?

### Before the activity starts

- Have you briefed the school staff e.g. tasks, specific hazards, emergency and mobile phones, additional safety instructions?
- Have you explained the activity to the group?
- Have you told the group to keep together and made clear to the group the boundaries of the activity?
- Have you given the group a specific safety briefing?
- Pupils must not cross the road until teachers / NPA leaders indicate it is safe to do so and should cross between two adults who have first stopped the flow of traffic. Pupils must keep to pavements where possible.
- Pupils must be instructed not to approach dogs. If dogs approach group, instruct group to remain calm and quiet. Pupils must be warned that dog fouling may be present on the beach / in the dunes and to check the location carefully before sitting / lifting rocks etc. Ensure that hands are cleaned before consuming food.
- Pupils must be warned that the terrain will be uneven and slippery. Pupils must be instructed to walk around the site slowly and carefully, especially when descending a dune. Check that the group are wearing appropriate footwear.
- Pupils must be warned that some sand dune species such as Marram grass is sharp and may cause injury. All injuries must be reported to the NPA leader.
- Pupils must be warned not to pick up litter due to danger of injury. Any injuries must be reported to the NPA leader.
- Pupils must be warned about any dangers with the current weather condition, e.g. exposure to sun, windchill. Pupils must be instructed to inform the NPA leader or their teachers if they feel any discomfort / illness.
- **See also Site Specific Information**
- Have you explained what signal will stop the group in an emergency?
- Are the group appropriately dressed?

### During the Activity

- Are you monitoring the condition of the group, staff and children?
- Are you monitoring the weather?

### If something goes wrong

- Do you know where emergency telephones are located?
- Have you a central meeting point to gather if something does go wrong that is safe for all, e.g. the car park

### Site Specific Information

#### Freshwater East

- It is advised that leaders meet the school on the disabled car park to avoid crossing the coast road. School must then move transport to the main car park, although parking is free.

#### Newport

- At Newport cars park on the beach. Be aware of moving and parked cars when moving groups of children across the sands.
- Danger of being cut off by the tide.
- At Newport the dunes are used as a golf course. Be aware of other users.

- Beach traffic - be aware that the beach is used to launch boats and there may be vehicles on the beach.
- The Stream. Children should not paddle in the stream due to the algae risk.
- The footbridge. When crossing the bridge children should keep to the handrail side, and a member of staff should stand between them and the open side of the bridge.
- The cliffs. Children should avoid working under the cliff or close to them.
- Mobile phones. Signals are very poor at this site. There is a public telephone box on the public car park, and additional telephones at the Longhouse and bungalow on the hill leaving the area.
- Litter. Glass, Sharp metal objects and waste matter are often found in the dunes.



After the Event

Have you notified the office of any change to risk factors?

