

OFF-SITE SAFETY RISK ASSESSMENT

VISIT: Chalke History Festival 2026

ADDRESS: Chalke History Festival, Church Bottom, Bury Lane, Broad Chalke, Salisbury, SP5 5DP

LEVEL OF PERCEIVED RISK				
HAZARD	H	M	L	ACTION
Traffic in the coach-park on arrival at Chalke Valley				Children to be supervised as they disembark from the coach and cross the coach-park in an orderly manner. Staff to wear high-vis jackets. Children to be mustered in a safe place away from traffic.
Inclement weather				Weather conditions will be assessed throughout the day. In advance of the visit, children and parents will be informed about appropriate clothing to bring, including a waterproof coat with a hood. There are marquees in which children can eat their lunch.
Hot, sunny weather				Weather conditions will be assessed throughout the day. In advance of the visit, children and parents will be informed about appropriate clothing and kit to bring, including a sun-hat, sun-cream and a water bottle. There will be opportunities throughout the day for children to be indoors, out of direct sunlight.
Contact with members of the public Festival staff and volunteers will be on-site working with children. There are 4 ticketed events that start at 3:45 in the literary tents and on the Outdoor Stages. that are open to				Children will be under close supervision throughout the day. They will be organised in small groups with a responsible adult allocated to each group. In advance of the visit, they will be reminded to be polite and respectful to Festival staff and volunteers and about 'Stranger Danger' principles, i.e. not to share personal details with strangers and to report any concerns they have about other members of the public

members of the public. The Festival site is closed to members of the public until 3:15.				to an adult. Children will be told that, if a stranger starts asking them questions that make them feel uncomfortable or wants to take their photograph, they should say, <i>'I'm sorry I can't tell you that (do that) and I need to see my teacher'</i> . Children will visit the toilets in pairs or small groups.
Uneven surface The History Festival takes part on farmland. Grass is cut short and the ground is uneven.				In advance of the visit, children and parents will be advised to wear sturdy trainers, not flip-flops or sandals. Children will be reminded to take care whilst walking. They will be kept under close supervision. A member of staff will have a first aid kit and fully trained medical staff will be in attendance throughout the day. Whilst there is limited mobile telephone reception on site, telephones are available so staff can make contact with emergency services or their school if necessary.
Insect bites, tics and snake bites				Children and parents will be told about the risk of insect bites in advance of the visit and reminded to take anti-histamine medication if it is required. Children will be told to be aware of snakes and tics and to alert an adult if they are concerned. The grass on much of the site is cut short. A member of staff will have a first aid kit and fully trained medical staff will be in attendance throughout the day. Whilst there is no mobile telephone reception on site, telephones are available so staff can make contact with emergency services or their school if necessary.
Medical emergencies, including allergic reactions and diabetes.				Medicine will be carried by the teacher of children who require it (e.g. asthma inhalers, epipens, insulin). Members of staff will have the medical details of children. A member of staff will have a first aid kit and fully trained medical staff will be in attendance throughout the day. Whilst there is no mobile telephone reception on site, telephones are available so staff can make contact with emergency services or their school if necessary.

Loss of a child			<p>Children will be organised in small groups and kept under close-supervision by adults. Should a child go missing, the member of staff responsible for him/her should stop the remainder of the group and remain with them. He/she should make enquiries of other children to ascertain when and where the child was last seen. An immediate search should be undertaken. If the child is not found, other school staff and responsible adults (i.e. Festival staff) should be alerted and the search extended. All other children should be returned to the marquee and muster there under the supervision of school staff. Within half an hour, if the extended search is unsuccessful and the child is still not found, the group leader should contact the Police and notify school.</p>
Drinking water			<p>There are water drinking fountains to top up water bottles. Our water sources are regularly tested by Wessex Water and result samples are sent through to the organisers.</p>