

Location Entrances and Car Parks

You are required by legislation to ensure the health, safety and welfare of all visitors and anybody else who may be affected by your arrangements. That includes those passing and who live nearby. There are also local highways and planning requirements that must be included in your plans and controls.

The effectiveness of your provisions will give an impression to the visitor of how important they are to you. It will also give confidence to the various enforcing authorities who monitor your farm park as to the amount of thought you have put into the layout and its effectiveness. The implementation, maintenance and monitoring of the following **Control Measures** will go a long way to achieving the levels of compliance being sought and risk of injury and incident being reduced to an acceptable level.

The measures highlighted in BOLD are essential to maintaining legal compliance and achieving the standards required.

1. **You must complete a risk assessment for this area of your activity and either have completed the installation of control measures or you can demonstrate a planned delivery of the controls.**
2. **Pedestrian and vehicle access routes to and from the car parks should be safe and clearly signed.**
3. Disabled parking provisions should also be thoughtfully planned, with attention to the size and surface for wheelchair or disability buggy transfer to and from a vehicle. The disability parking bays must comply with BS8300. It states that parking bays must be at least 2.4 metres wide and 4.8 metres long. 1.2 metre transfer space need to be provided at the end and side of each bay.
4. It is advisable to contact the local highways agency regarding traffic management on public roads in the first instance before the location opens for the first time, and after receiving information regarding major road works that may affect you.
5. It is also advisory to make regular contact [at least annually] with your local highways advisor to ensure you are kept up to date of any feedback they may have received from either the Police or the public.
6. **Your local highways agency will require you to make other arrangements at you entrances and exits depending on where you are, the roads feeding your farm park and any other business nearby.**
7. Your location entrance signs should be large enough so that last minute braking can be avoided on the public highways.
8. Your farm park signs must be kept clean and readable. Regular checks are required, sometimes in a vehicle and not always on foot.
9. If you only have one access/egress gateway, a “Please Give Way to Entering Traffic” sign must be erected and a pull in area must be provided inside the car park to give precedence to traffic entering from the public highway.
10. **If you have two gateways, you must state which one is for entry and which one is for exit. Signs must be put up both internally and external to the entrance.**
11. The location signs should be as large as possible to clearly state the opening times clearly so that traffic does not have to excessively reduce speed or stop to read this information.

12. Wherever possible, a member of staff must be assigned a monitoring duty to ensure vehicle parking is managed and waste clearance.
13. Information on the external signs must be printed clearly and with only the information that is necessary. Too much writing often leads to the sign not being read.
14. **The parking layout at large attractions should be easily understood. You should identify where you intend cars, coaches, and disabled people to park.**
15. **A speed limit of a maximum of 10 mph in the car park is required.**
16. The parking area, especially the entrances and exits, should be free from potholes and ruts. You need to look at the parking area through the eyes of a visitor with movement difficulties, small children and the visitor who is not used to the countryside.
17. You need to assess the likelihood of passing visitors coming in, who had not set out with the intention of coming to your farm park. They may not have the most suitable footwear with them. Have you provided parking and walkways that alleviates the need for wellington boots etc.
18. If you advise that visitors should not wear certain types of footwear at your farm park, a sign informing them is required. This stops unnecessary arguments for your staff. We must remember, not all visitors are country minded people.
19. In parking areas where coaches are permitted or a regular traffic movement occurs, a walkway leading from the parking areas needs to be provided to ensure pedestrians are segregated as far as practicably possible from moving vehicles. It is especially necessary where coaches or minibus parking will result in large volume pedestrian movements at any one time. The walkway should be clearly signed and wherever possible, a physical barrier erected to prevent children running out into the path of vehicles.
20. **Access and provision for disabled people is required. We must ensure there is suitable access and egress for wheelchairs and motorised buggies through access gateways and gaps. There should be passing places at the entrances/exits where they cannot be separated. Care should be taken to ensure the provisions do not become unusable by overgrown hedges etc.**
21. It is especially recommended, and appreciated by disabled persons or their carer's, for an information sheet to be made available informing them where the terrain makes the taking of motorised chairs impossible or difficult. The location information sheet should also inform the visitor where disabled facilities can be found.
22. For locations that open occasionally and, who use grass paddocks for car parking, an adverse weather plan should be prepared to ensure there are provisions in place should the weather change and the visitors or staff is at risk.
23. **A sign at the entrance informing visitors that hygiene is an important subject which you take seriously. You should not use alarmist language, however.**
24. **A sign suggesting that those who are or believe they are pregnant should avoid touching newborn lambs should be erected. It should also remind them of the importance of good hygiene controls.**
25. Some locations provide a printed layout plan with the essential provisions marked on it. Services such as First Aid, Hand Wash Stations, W/C's, Baby Changing, Designated Picnic Areas, Cafeteria, Disabled Facilities, and your Key Attractions.
26. Some signage for young visitor is always very welcome. It is important they know that they should not just climb into pens or paddocks, only feed the animals you say they can feed and that they should remember to wash their hands after they have touched an animal.