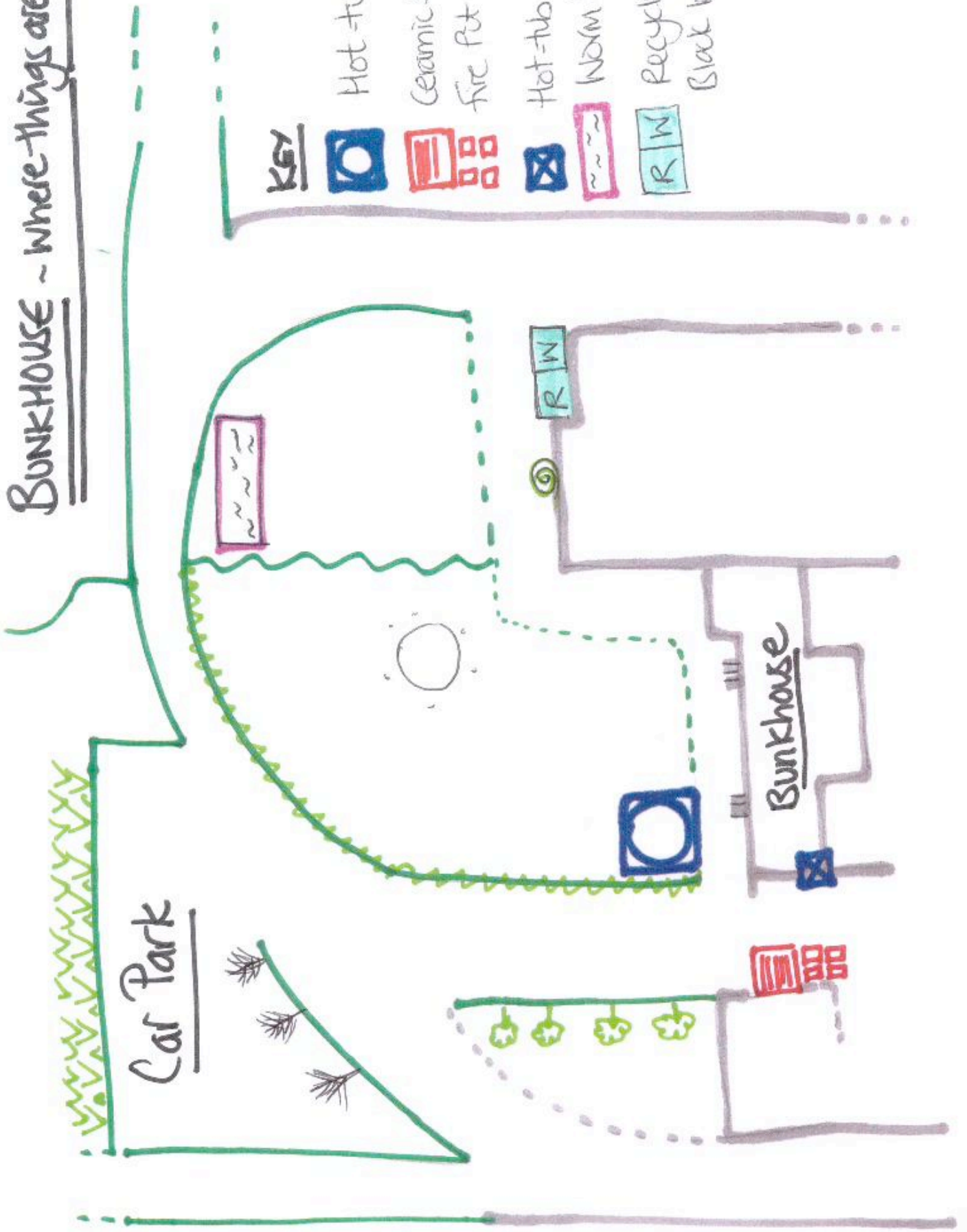


BUNKHOUSE - where things are outside



KEY



Hot-tub



Ceramic Stone Wood



Fire Pit Wood



Hot-tub and water-top



Worm Bin



Recycling Facts

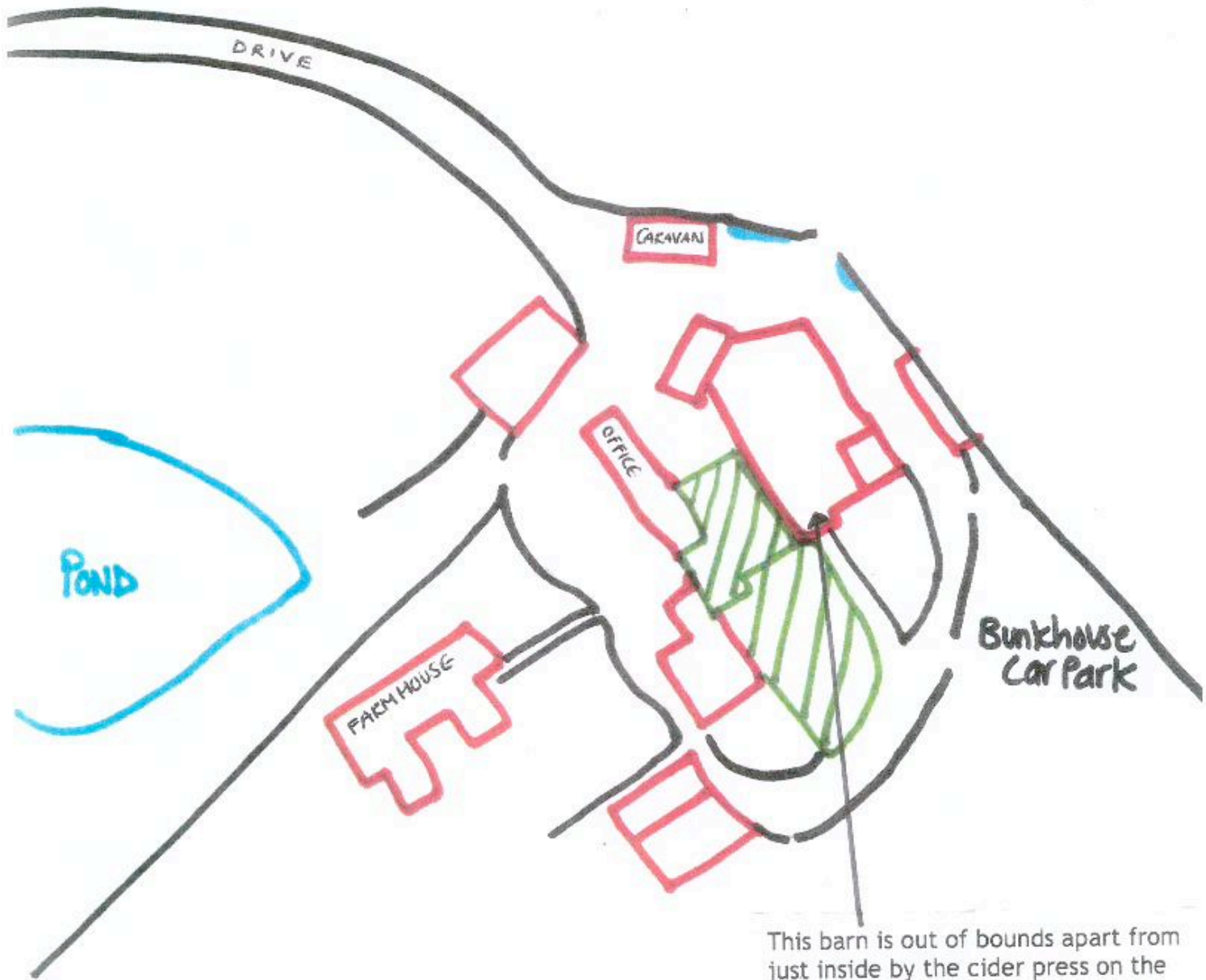
Black Waste Bins

Car Park



Bunkhouse

Ragmans Lane Farm

No access for Course Participants or Visitors to Buildings marked in Red. Thank you.



This barn is out of bounds apart from just inside by the cider press on the left-hand side, where fire wood is stored for the ceramic stove.

-  = BUNKHOUSE
-  = FARM BUILDINGS- OUT OF BOUNDS

Some thoughts for treading lightly while you stay.....

We really like having people relax and enjoy life on the farm, but there are a few things you can do which would help us enjoy it even more:

There are other bookings taking place on the farm. Please respect their private space by keeping out of the farmhouse and cottage gardens and being aware of noise at unsociable hours.

Please park your vehicles in the car park by the campsite. This may mean parking close up and may take some organising to get all the cars in. The farmyard is for farm and staff vehicles and can get clogged up all too easily. Please leave all lanes clear for farm vehicles.

Feel free to make a fire in the bunkhouse garden.

Children are very welcome, however, their safety is up to you. Remember that this is a working farm, there are constant dangers such as tractors, livestock, the pond etc, so supervise your children appropriately.

No outdoor shoes in the bunkhouse, please!

Please sort your waste. We pride ourselves on trying to contribute as little as possible to the landfill problem. You can help by sorting your waste into the bins provided in the kitchen and in the recycling boxes outside along from the fire pit. Please read the recycling notice for more details.

Please use the compost loos - bunkhouse and campsite. This saves water. Remember to close the lid after use to aid the composting process and prevent flies. One handful of sawdust is sufficient to cover solid contributions.

There are a number of animals on the farm. Their health and well-being are our responsibility so please do not feed them or treat them. Please report any concerns to a member of staff.

In an emergency, or if you are unsure what to do, please ask a member of staff if someone is in the office or use the emergency out of hours numbers you have been given.

FIRE PROCEDURE

1. **DO NOT** attempt to tackle the fire yourself.
2. Evacuate the building immediately. Do not stop to collect belongings or enter any part of the building for any purpose.
3. Dial 999 and request Firecrew to attend a fire at

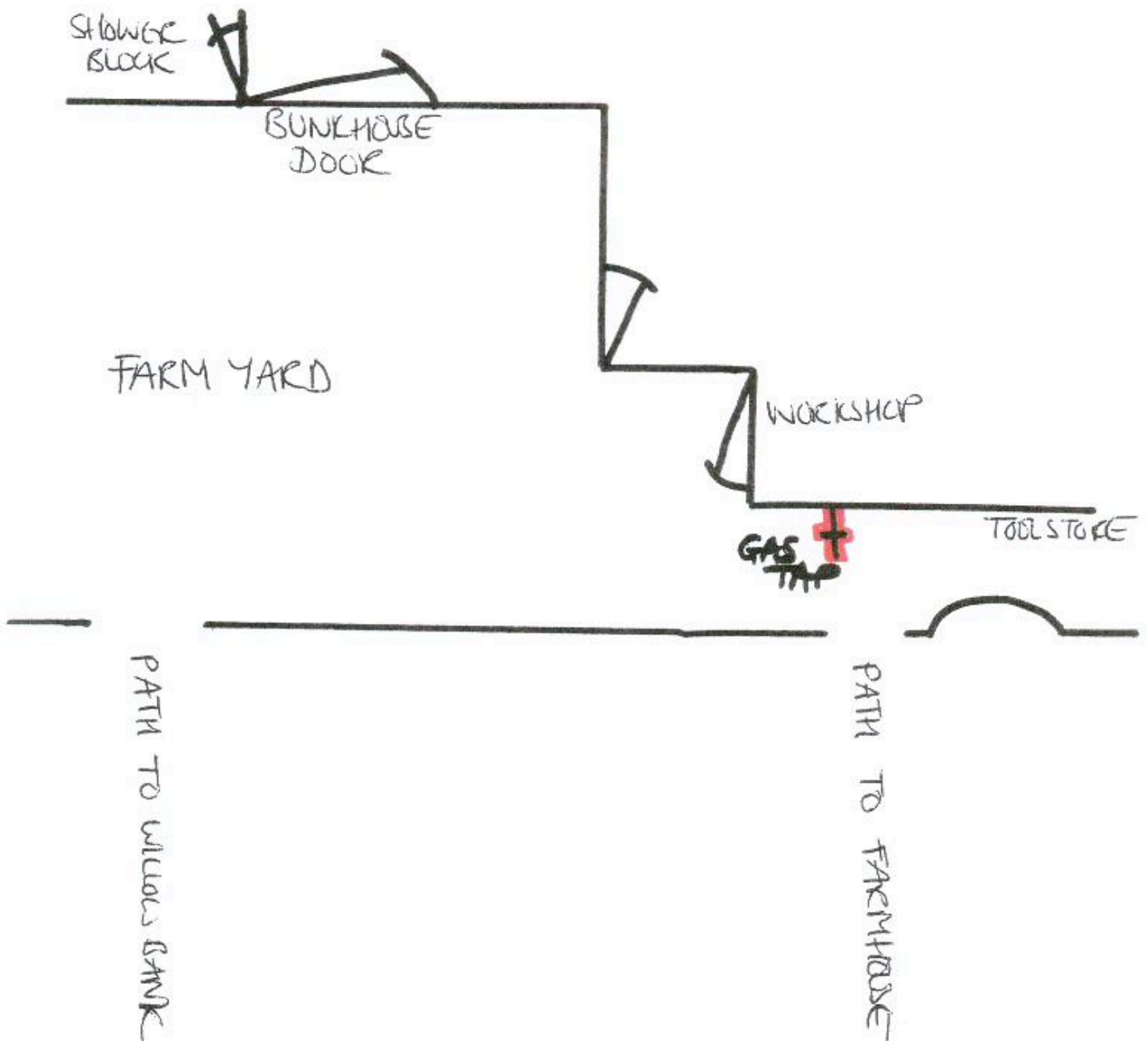
**RAGMANS LANE FARM
CATSHILL
LOWER LYDBROOK
GL17 9PA**

4. Sound the Fire Alarm to alert people to assemble at the assembly point. Alarms are located:
 - a. Next to the toilet/shower door on the ground floor of the bunkhouse and
 - b. In the kitchen to the left of the exit door to the veranda.
5. Upon hearing the Fire Alarm, all personnel must proceed immediately to the assembly in the Car Park opposite the Bunkhouse and adjacent to the campsite. Walk calmly, do not run.
6. Do not leave the assembly point until advised to do so by an appropriate member of staff.

July 2008

EMERGENCY GAS CUT OFF

If you need to cut off the gas supply to the bunkhouse, the tap is located on the workshop outside wall by the tool store.



Emergency Contacts

Hospitals		
<p>Accident & Emergency units. An emergency is a critical or life threatening situation, which may include loss of consciousness, severe breathing difficulties, deep wounds, such as stab wounds, severe chest pain or heavy loss of blood. If emergency care is required, a trip to A & E or a 999 call for an ambulance is the right course of action to take. If the situation is less critical and you are unsure whether to seek medical help, call NHS direct on 111 for advice.</p>		
<p>Minor Injury Units at a number of hospitals provide a variety of services to people who are unwell or to people who have had accidents. The size of each unit, the opening hours and the range of services available varies, so if you're unsure whether it's right for you, contact the hospitals direct.</p>		
Gloucester Royal Hospital, Great Western Road, Gloucester GL1 3NN	A & E 24 hour	0300 422 2222
Hereford County Hospital, Union Walk, Hereford HR1 2ER	A & E 24 hour	01432 355444
Dilke Memorial Hospital, Speech House Road, Cinderford GL14 3HX	Minor Injury Unit (Check for opening hours)	01594 598100
Lydney & District Hospital, Lydney GL15 5JF	Minor Injury Unit (Check for opening hours)	01594 589220
Ross Community Hospital, Alton Street, Ross-on-Wye, HR9 5AD	Minor Injury Unit (Check for opening hours)	01989 562100
NHS Direct	For GP out of hours	111
Lydbrook Health Centre	GP	01594 860219
Cinderford Health Centre	GP	01594 820820
Cinderford Dental Surgery	Dentist	01594 824030
Emergency Dental Service - NHS	Emergency Dental Appointments	111
David Kear, Cinderford	Opticians	01594 823690

Pharmacists		
Boots, 9 11 Market Street, Cinderford, GL14 2RT	Mon - Fri 9.00am - 5.30pm Sat 9.00am - 5.00 pm	01594 822332
Drybrook Pharmacy, Drybrook Road, Drybrook, GL17 9JA	Mon, Tue, Thur, Fri 9.00 - 1.00 & 2.00 - 5.30 Wed, Sat 9.00 - 1.00	01594 542157
Boots, 5 Market Place, Ross- on-Wye, Herefordshire HR9 5NX	Mon - Sat 8.30am - 5.30pm Sun 10.00am - 4.00pm	01989 562798
Berry Hill Chemist 42 Park Road Berry Hill GL16 7AG	8.30 - 5.30pm Mon-Friday Closed between 1-2pm Closed Saturday & Sunday	01594 832225

Central Heating

The central heating will be switched on before your arrival (if needed). The timer control and thermostat are in the teaching room. The timer is programmed to run at the following times:

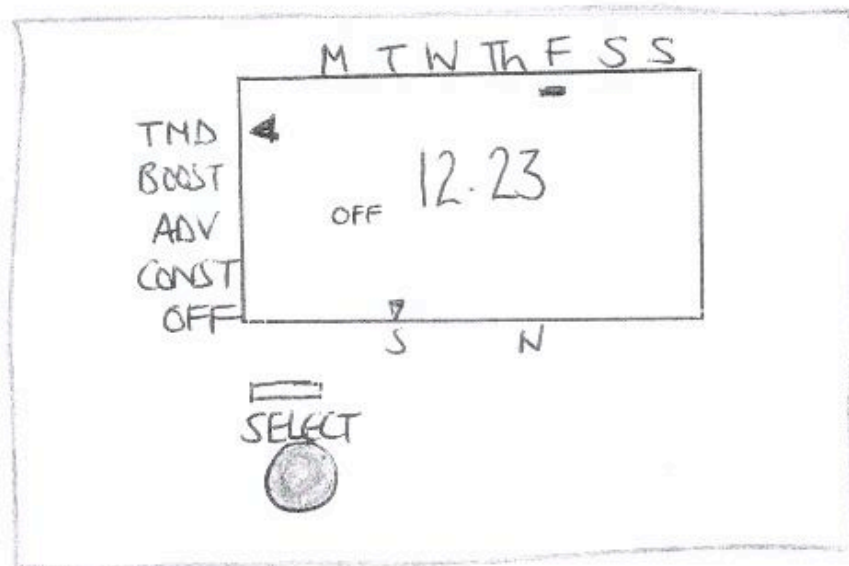
Mon to Fri on 6.30 - 8.30am and 4.30 - 10.30pm
Sat to Sun on 8 - 11am and 4 - 11pm

You can boost it for an hour by pressing the round 'Select' button until the small arrow in the display window is next to BOOST.

If you want to run it to the next programmed event press the 'Select' button until the small arrow in the display window is next to ADV. This will over ride the timer until the next programmed on or off session.

The heating works well with the thermostat set at 20 - 22 degrees.

An illustration of the timer/control box:



HOW TO LIGHT THE CERAMIC STOVE

The Bunkhouse Kitchen Ceramic Stove is a wonder of efficient heat provision!

It works on different principles to a wood-burning stove or an open fire.

The high density ceramic structure holds the heat which means the stove is lit **once** to provide 12-24 hours of heat without the need to add more wood.

Wood for the Ceramic Stove is kept opposite the cider press just inside the barn next to the Bunkhouse Garden (please see map in Guest Welcome File).

The wood is in a wooden crate and has been cut to size. **Please do not take wood from any other stacks around the farm!**

You will need approximately an arm bundles worth (see photo below)



Wood Store in Barn Entrance



Wood bundle required

1. Place the wood in the firebox with the fatter ends pointing towards the back and the front about 3cm/an inch behind the door frame. Fill it about two thirds full and make sure it is not packed too tightly. Take care loading it and **do not** slam it against the back of the firebox as this will crack it!



Empty Ceramic Stove



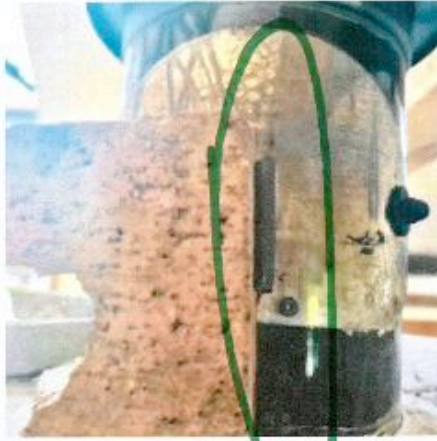
Filled Ceramic Stove

2. Make sure the door will close.
3. Screw up 5/6 pieces of newspaper and stuff them under the bottom bits of wood.

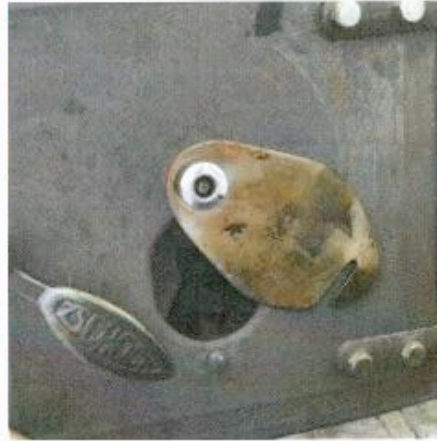
4. Make sure the chimney is open by turning the flue vent so that the handle is in line with the flue, you will need to prop this open with a brick.

Open the air vent on the door by opening the vent and lightly tightening the screw to hold it in place (see pictures below).

Light the newspaper and shut the door.



Flue Open - when lit & burning



Door Air Vent Open - when lit

5. When the fire has reduced to one or two inches of glowing embers (usually around 45-60 minutes), close the flue vent by removing the brick, the lever will become horizontal (see pic below).

Do not close the flue vent before the flames have died down - if you do the smoke will pour into the kitchen!

6. Close the door air vent - TAKE CARE the screw/knob and the Door Handle will be hot!



Flue Closed - when no more flame



Door Air vent closed

You may need to light a fire twice a day in the cold weather, but normally once a day is sufficient.

Only fill the firebox **once** for each firing, **do not** add more wood once lit, and do not light stove more than twice a day.

Following these instructions should keep you warm and toasty.

If you have any problems please find contact the Housekeeper on the number supplied, or find a member of staff if within office hours (Monday-Friday).

Woodburning Stove Lighting Instructions

WARNING - Take Care - this woodburner gets very hot, do not touch the surfaces when it is lit.

*** DO NOT PUT ANYTHING ON TOP OF THE WOODBURNER ***

A pair of gloves is provided for use when loading with firewood.

Lighting the wood burner:-

You need to build a wood fire on a bed of ash. Leave a small hole in the middle of the ash, about the size of a jam jar, this will help create an updraft when lighting the fire.

Build a fire with paper, willow sticks and small kindling.

Set the spin wheel (front) and air slide (bottom knob) to fully open. For the bottom knob fully open is towards you.



Riddler – move backwards and forwards before laying the grate.

Light the paper - you may want to keep the door slightly open at this point. As the kindling take light, add more (smaller pieces of firewood) and close the door. Add larger pieces as the fire is going well.

Running the woodburner:-

When the wood is well alight restrict the air supply by closing the spin wheel half way, then gradually close, three quarters until it can be fully closed.

The air slide can be pushed shut to a quarter open but DO NOT PUSH IT ALL THE WAY IN, leaving it open a quarter keeps the glass soot free and provides air for the fire.

Ash:- It is important to keep a bed of ash in the woodburner, 1.5 to 2cm deep is fine. If the ash tray underneath the grate needs emptying please ask a member of staff if in office hours (Monday to Friday) or contact the Housekeeper on the number provided.

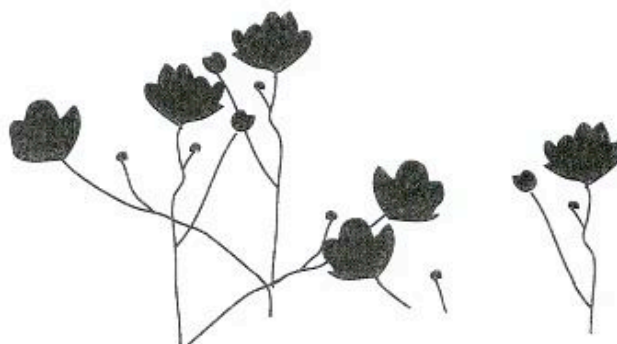
Bunkhouse TV Instructions

32" Samsung TV

1. Turn the plug on at the wall
2. Using the remote controls – turn on the TV and the Freesat Box
3. Press the “source” button on the TV remote (top right hand corner).
This will bring up a menu to choose from.
4. Select the “hdmi 1” setting and press ok. This will bring up all the freesat TV channels.
There is a guide on using the freesat box next to the TV.
5. To connect other items to the TV for example a games console.
Put your hdmi cable into a free hdmi slot on the back of the TV (and note the slot number) and attach the other end of the hdmi cable to your console.
6. Press the “source” button on the TV remote and select the relevant hdmi port and press ok. This should bring up the correct channel and you should be ready to use your console.
7. To exit back to normal TV – press the “source” button and select hdmi 1 and press ok.

WIFI: RAGMANS_wifi

Password: 01594860244



BUNKHOUSE WASTE & RECYCLING

**Please take a little time to sort out your “outputs”
and leave bins emptied and clean before you
depart**

COMPOST – White bin in the Kitchen

For all food waste (**except meat**) which goes in the swing bin, well bagged please.

When the compost bin is full please empty into the Worm Bin, which is opposite the recycling and black bins. You can add bits of cardboard/paper too. **Please rinse the white bin when you leave.**

CANS & GLASS – White Bin in the Kitchen

When full, please empty the cans and glass bins into the boxes on the wooden racking in the recycling and rubbish area.

PLASTIC BOTTLES

We can only recycle plastic bottles, margarine tubs and yoghurt pots, Please put recyclable plastic in the boxes in the recycling/rubbish area. All other plastic has to be put in the black bins as general refuse.

PAPER & CARDBOARD

Please place in a box in the recycling and rubbish area. Use for starting fires and adding to the compost.

SWING BIN

For everything else! Please use a black bin bag and when full please place black bag in the black wheelie bins in the recycling/rubbish area. Complimentary black bags are under the kitchen and shower room sinks.

**If you have any questions or trouble locating the various bins
and things, please ask a member of farm staff or contact the
Housekeeper / out of hours.**

Thank you....

SMITHS

CARDBOARD	PLASTIC	PAPER	METAL
<p>YES PLEASE</p> <p>FOOD SLICES</p> <p>BOXES</p>	<p>YES PLEASE</p> <p>MARGARINE TUBS</p> <p>YOGURT POTS</p> <p>BOTTLES</p> <p>PLASTIC FILM</p> <p>BUBBLE WRAP</p>	<p>YES PLEASE</p> <p>PAPER & GREETING CARDS</p> <p>PAPER BAGS</p> <p>NEWSPAPERS, MAGAZINES & CATALOGUES</p>	<p>YES PLEASE</p> <p>FOOD CANS</p> <p>DRINK CANS</p> <p>BISCUIT/ CHOCOLATE TINS</p>
<p>NO THANKS</p> <p>FOOD CONTAMINATED CARDBOARD</p>	<p>NO THANKS</p> <p>CARRIER BAGS & BLACK BAGS</p> <p>HARD PLASTICS Chairs, Drain Pipes, Buckets etc.</p> <p>POLYSTYRENE</p>	<p>NO THANKS</p> <p>WINDOW ENVELOPES</p>	<p>NO THANKS</p> <p>AEROSOLS</p> <p>FOIL & CRISP PACKETS</p>

Bunkhouse Cleaning

- ❖ Please refill the small washing up liquid bottle from the large container under the kitchen sinks. (Please don't throw either bottle away, as we refill them).
- ❖ There is a broom and dust pan in the kitchen. Mops and extra brooms are usually stored behind the door in the stairwell. The vacuum cleaner is stored in the cupboard under the stairs.
- ❖ Complimentary black bin bags are stored under the sinks in the kitchen.
- ❖ Complimentary cleaning materials are stored in the cupboard under the kitchen sinks.
- ❖ Clean tea towels and dishcloths are stored under the kitchen sink.

Thank you

TOILETS AND SHOWER ROOM

These facilities take a lot of use.

Please respect them and clean as you go.

- ❖ Beneath the basins you will find for your use complimentary:
 - Cleaning materials
 - Toilet rolls
 - White bin bags for small bins in each toilet
 - Small brown paper bags
 - Black bin bags

- ❖ Please put waste in the bins provided.

- ❖ When full, please place the black bag in the black wheelie bin in the recycling and rubbish area. Please put a clean black bag in the bin.

- ❖ As we have a septic tank, please do not put sanitary products , nappies or anything that is not human pee/poop or toilet paper down the toilet. Please place any other items in one of the small paper bags, and then the bin in the toilet cubicles. If the bin is full, or needs emptying, please empty the bin bag and place it in the black wheelie bin in the recycling and rubbish area, and put a new bin bag in the bin.

- ❖ Please ask a member of staff, if in office hours (Monday to Friday) or the Housekeeper/out of hours on the number provided if you have any questions or require assistance.

Thank you.



Prior to checking out of the Bunkhouse please:-

- 1. Check around for things left behind.
We are unable to return anything left behind.**
- 2. Please leave the bunkhouse neat and tidy.**
- 3. Please do not leave washing up to be done and put everything away and do not leave any food or drinks in the fridge.**
- 4. Please empty the recycling bins into the boxes in the recycling and rubbish area.**
- 5. Please empty the compost into the worm bin and rinse out the kitchen compost bin.**
- 6. Please empty all black bags into the wheelie bins.**
- 7. Please put your sheets and pillow cases into the laundry bag supplied. Please do not remove mattress and pillow protectors.**

Thank you....

Forest of Dean and Wye Valley

-

There are many things to see and do and places to visit in the Forest of Dean and Wye Valley - you may have already planned and arranged activities for your stay here on the Farm.

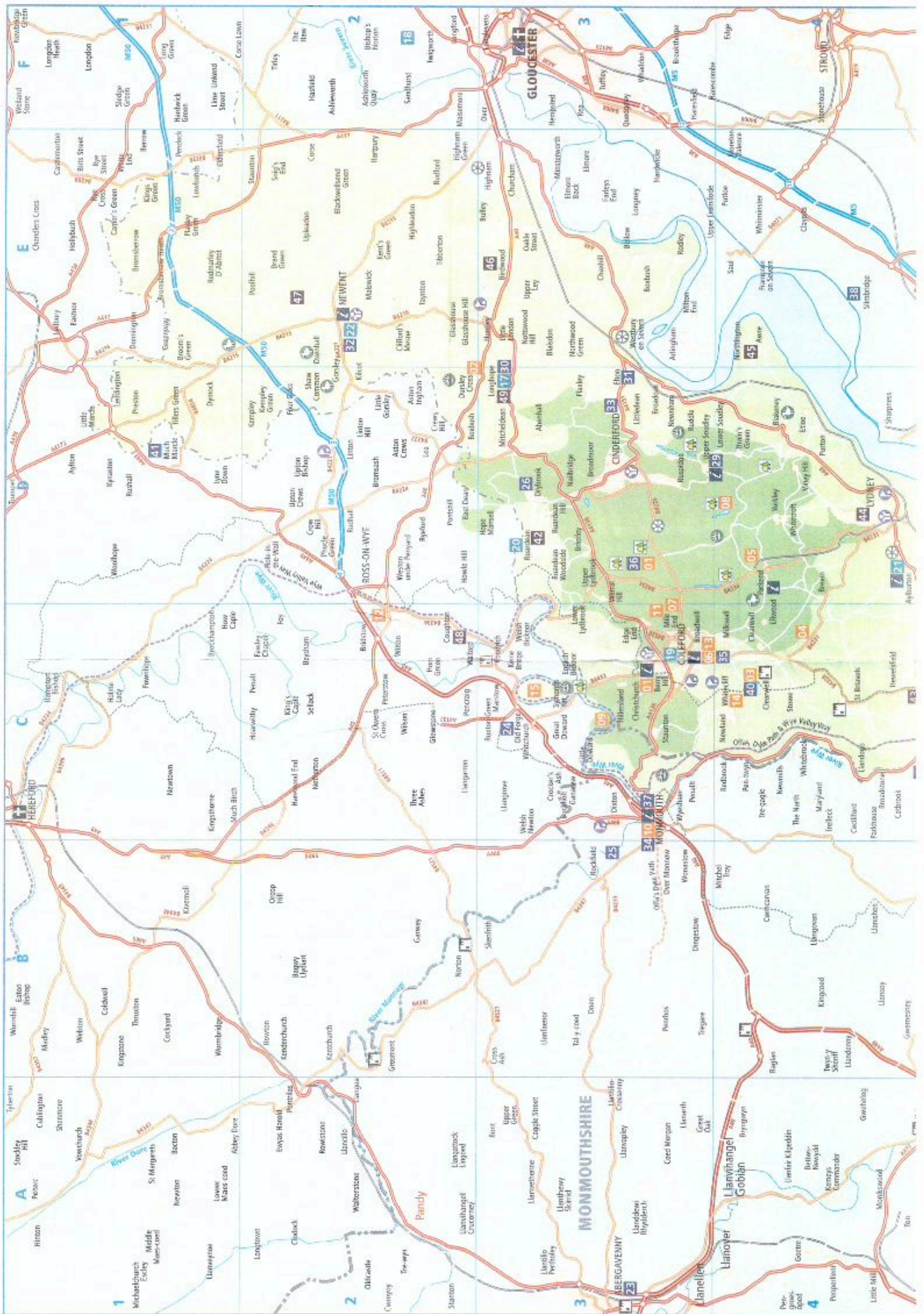
We've included a variety of leaflets in the Local Information file and listed a few useful numbers below.

Transport		
National Rail Enquiries	Train information	0800 022 3720
Traveline	Public Transport Information	0871 200 22 33
Crystal Travel	Taxi/minibus	01594 824846
CDS Taxis	Taxis	01594 834834

Local Shops		
Central Stores, Lydbrook	Groceries, Post Office, Off Licence	01594 860302
Crooked End Farm, Ruardean	Farm shop	01594 544482
Tesco, Cinderford	Groceries	
Co-op, Coleford	Groceries	01594 836560
Field Fayre, Ross-on-Wye	Organic food and products	01989 566683
Wyedean Healthfoods, Cinderford	Health store	01594 825455

Garages		
Ruardean Service Station	Vehicle repairs	01594 542430
Bishopwood Garage & Stores	Fuel, Post Office, Groceries	01594 861493
Morrisons Ross-in-Wye	Fuel	

Food & Drink		
Royal Spring Inn, Lydbrook	Pub, B & B, Food	01594 860492
Forge Hammer, Lydbrook	Pub, Indian Restaurant & Take-Away	01594 860310
Cinderford	Variety of Take-Aways/Restaurants - Indian, Chinese, Fish & Chips, Kebabs	
Coleford	Variety of Take-Aways/Restaurants - Indian, Chinese, Fish & Chips, Kebabs	
Ross	Variety of Take-Aways/Restaurants - Indian, Chinese, Fish & Chips, Kebabs, Thai, Nepalese	



Wild Boar

Very occasionally you may encounter wild boar at the farm.

What are they

Wild boar are stocky, powerful animals covered in bristly hair that can vary from dark brown almost black in colour to gingery brown. Mature males have tusks that protrude from the mouth. Females also have tusks, but these do not protrude.

Piglets are a lighter ginger-brown, with stripes on their coat for camouflage and are affectionally known as 'humbugs'. Wild boar can stand up to 80cm at the shoulder and they normally weigh between 60–100kg.

Wild boar grow to be very large strong animals and can move surprisingly fast for their size. They will also readily move to defend their young when they feel threatened, so should always be treated with caution and respect.

Wild boar have relatively poor eyesight but a keen sense of smell. They are more likely to sense or hear the movement of people or dogs moving towards them rather than seeing them, and will react by moving towards the noise to see who or what is approaching. This can be interpreted as aggressive behaviour.

Advice if you encounter them

When a family group (known as a sounder) is disturbed by walkers, the tendency is for one of the larger sows to move and position themselves between the walkers and the young piglets, often with much snorting. The other sows in the group will then lead the piglets to safety in deeper vegetation. Once the family have moved off, the defending sow will usually suddenly turn and re-join the group out of sight.

The defending sow may, however, be provoked into a mock charge if they feel threatened. This may happen if walkers have continued towards the sow, either to get a better look or simply because they have not noticed the animal.

Male boar tend to be seen alone, and can grow to a significant size. The older male boar are less likely to run or move away from people, often simply standing and watching as you pass by.

Give the animal space and if needed turn and find a different path – or stand still until the boar have moved off.

For further information on Wild Boars click the link below to be taken to the Forest England Website.

<https://www.forestryengland.uk/article/wild-boar-the-forest-dean>

Key tick awareness messages

- **'be tick aware'** and remember that you could be exposed to ticks whenever you spend time outdoors, including when in your garden or the local park
- ticks mainly attach to animals, but sometimes they may bite you or your family. It is important to remember that bites can occur on any part of the body and more than one tick can be attached at a time
- you can reduce the chance of tick bites by walking on clearly defined paths, using insect repellent and performing **regular tick checks**
- some tick bites can result in infection, so it is important to remove ticks safely and as quickly as possible
- the safest way to remove a tick is by using a pair of **fine-tipped** tweezers or a tick removal tool
- if you begin to feel unwell with flu-like symptoms, or develop a spreading circular rash (which usually appears within 1 to 4 weeks after being bitten), **contact your GP or dial NHS 111 promptly**

More information

For more information, search for the phrases 'ticks' and 'Lyme disease' on these websites: www.nhs.uk www.gov.uk

www.gov.uk/government/collections/lyme-disease-guidance-data-and-analysis

www.nhs.uk/conditions/lyme-disease/

www.nhs.uk/conditions/tick-borne-encephalitis/

You can also send any ticks you find to our Tick Surveillance Scheme. Visit www.gov.uk/guidance/tick-surveillance-scheme to find out more.

NICE Lyme guidance: www.nice.org.uk/guidance/ng95

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UKHSA supports the Sustainable Development Goals

SUSTAINABLE DEVELOPMENT GOALS



UK Health
Security
Agency

Enjoy the outdoors but 'be tick aware'



'Be tick aware' to avoid tick bites and know how to take action if you or your family get bitten by ticks



Main health risks

- ticks can sometimes transmit microbes that may cause human diseases such as Lyme disease and tick-borne encephalitis (TBE), though TBE is rare in the UK. It is important to be tick aware and see your GP promptly for diagnosis and treatment if you recognise the symptoms of tick-borne diseases which can include:
 - a flu-like illness, fatigue and muscle and joint pain
 - a characteristic expanding red rash, known as erythema migrans (present in many but not all cases)
 - persistent headache, confusion or sensitivity to bright light
- you may not always remember being bitten by a tick, so if you have spent time outdoors and develop any of these symptoms, seek advice from your GP or dial NHS 111
- Lyme disease can be treated with a course of antibiotics. Without treatment, more serious conditions can develop such as swelling in some joints or problems with the nerves and heart, so prevention and early detection are key
- rarely ticks transmit tick-borne encephalitis (TBE), however the risk in the UK is very low. Symptoms include flu-like illness, persistent headache, confusion and sensitivity to bright light

What are ticks?

Ticks are small, spider-like creatures that feed on the blood of animals, including people. The size of a tick can vary, with a larva being as small as a tiny freckle, and fully fed females similar in size to a baked bean.

Where do you find ticks?

Ticks survive in many habitats, but prefer moist areas with leaf litter or longer grass, like in woodland, grassland, moorland, heathland and some urban parks and gardens.

Ticks don't fly or jump. They wait on vegetation for a host to pass by, and then climb on. They bite and attach to the skin and feed on blood for several days, before dropping off. Ticks are found throughout the year, but are most active in spring and autumn.

Avoiding ticks

- walk on clearly defined paths to avoid brushing against vegetation
- wear light-coloured clothes so ticks can be spotted and brushed off
- use repellents such as DEET
- carry out a tick check

Carry out a tick check

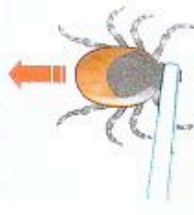
Make it a habit to check your clothes and body regularly for ticks when outdoors and again when you get home. Check your children and pets as well.

Areas that ticks may frequently be found include skin folds, armpits, groin, waistband area, back of the neck and hairline. Data from UKHSA's Tick Surveillance Scheme shows that adults are commonly bitten on the legs, whilst children are commonly bitten on the head or neck area. It is important to remember, however, that bites can occur on any part of the body and more than one tick can be attached at one time.

If you have been bitten

- remove ticks as soon as possible
- the safest way to remove a tick is to use a pair of **fine-tipped tweezers** or a tick removal tool
- grasp the tick as close to the skin as possible
- pull upwards slowly and firmly, as mouthparts left in the skin can cause a local infection
- clean the bite area with antibacterial wash/soap and water, and monitor it for several weeks for any changes
- contact your GP promptly if you begin to feel unwell with flu-like symptoms or develop a spreading circular red rash. Remember to tell them you were bitten by a tick or have recently spent time outdoors

Tick removal with tweezers



Tick in the environment



Tick attached to skin



Lyme disease bullseye rash



Tick found under hair



All vehicles and property are left at the owners risk.

Ragmans Farm do not accept responsibility for any vehicles or property damaged, lost or stolen.

