

## RISK ASSESSMENT

Educational Groups visiting the Fashion Museum galleries and Assembly Rooms, Bath.

	HAZARD	CONTROLS in PLACE	RISK RATING	ADDITIONAL CONTROLS needed
1	Doors to ARs <b>[fall, injury]</b>	<ul style="list-style-type: none"> <li>Heritage staff request supervision from school staff</li> </ul>	low	
2	Stairs to lavatories <b>[slip, trip or fall]</b>	<ul style="list-style-type: none"> <li>Handrails</li> <li>Clear 'nosing' to stair treads</li> </ul>	low	<ul style="list-style-type: none"> <li>Monitor condition of stair carpet; take remedial action if it becomes a risk</li> </ul>
3	Hot water in cloakrooms <b>[scalding]</b>	<ul style="list-style-type: none"> <li>Notices warning 'Hot water'</li> </ul>	low	<ul style="list-style-type: none"> <li>Mixer taps to be installed</li> </ul>
4	Stairs to museum <b>[slip, trip or fall]</b>	<ul style="list-style-type: none"> <li>Handrails</li> <li>Clear 'nosing' to stair treads</li> <li>Heritage staff warn about low light levels</li> <li>Acoustiguide script warns about low light levels</li> </ul>	low	
5	Disorientation on the site <b>[lost &amp; upset children]</b>	<ul style="list-style-type: none"> <li>Heritage staff request supervision from school staff</li> </ul>	low	<ul style="list-style-type: none"> <li>Install more orientation signs around building</li> <li>Consider creation of 'meeting point' in the eventuality of loss</li> </ul>
6	Noise on the site <b>[upset visitors]</b>	<ul style="list-style-type: none"> <li>MoC / ARs now open from 9.30 am to pre-booked educational groups: public do not come in until 11am</li> <li>Heritage staff request supervision from school staff</li> </ul>	low	
7	Abuse on the site by visitors <b>[abused children]</b>	<ul style="list-style-type: none"> <li>Heritage staff request supervision from school staff</li> <li>Heritage staff supervise visitors</li> <li>Heritage staff trained in abuse awareness</li> </ul>	low	
8	Abuse on the site by staff <b>[abused children]</b>	<ul style="list-style-type: none"> <li>Heritage staff request supervision from school staff</li> <li>Heritage staff trained in abuse awareness</li> </ul>	low	

9	Practical workshops <b>[injury]</b>	<ul style="list-style-type: none"> <li>Heritage staff request supervision from school staff</li> <li>Heritage staff supervise workshops</li> <li>Heritage staff ensure sufficient staff / children ratio</li> <li>Use of non-toxic materials</li> <li>Restricted use of sharp instruments</li> </ul>	low	
10	Emergency evacuation <b>[lost &amp; upset children, slips, trips &amp; falls, injury]</b>	<ul style="list-style-type: none"> <li>Heritage staff request supervision from school staff</li> <li>Heritage staff trained in evacuation procedures</li> <li>Heritage staff brief school staff on evacuation procedures</li> <li>Evacuation procedures posted clearly throughout building</li> </ul>	low	
11	Emergency <b>[accident or injury to child ]</b>	<ul style="list-style-type: none"> <li>Heritage staff trained first aider on site at all times</li> </ul>		
12	Heavy audioguides <b>[injury]</b>	<ul style="list-style-type: none"> <li>Heritage staff request audioguides worn on strap around neck</li> </ul>	low	
13	'Invisible' glass cases <b>[injury]</b>	<ul style="list-style-type: none"> <li>Heritage staff brief groups on possibility of walking into large glass cases</li> </ul>	low	
14	Dancing <b>[slip, trip or fall]</b>	<ul style="list-style-type: none"> <li>Heritage staff advise wearing suitable non-slip shoes for dancing in ARs</li> </ul>	low	
15	Users with limited access, eg wheelchair users	<ul style="list-style-type: none"> <li>Heritage staff accompany users in lift</li> </ul>	low	