

Bath Preservation Trust - Risk Assessment for School visits to No. 1, Royal Crescent

Risk / Hazard	Description / Possible consequences	Likelihood	Severity	Actions taken to control risk	Residual risks / Mitigating measures in place
Road accident / children left behind	Walking from Museum of Bath Architecture to No.1 Royal Crescent, includes 3 road crossings.	1	3-5	Route map sent to teacher. School should ensure hi-vis jackets are worn by children and that there is safe number of extra staff to accompany class.	School staff and students will be made aware by the Education Officer that they are to walk sensibly in pairs with accompanying adults. School staff will be asked to stop the traffic at road crossings.
Fire	Smoke inhalation, burns or death if trapped.	1	3 to 5	Early warning fire alarm system installed. All staff and volunteers are trained in emergency evacuation procedures and their responsibilities with regards to evacuating visitors	School staff and students will be made aware by the Education Officer that if the alarm sounds, they should follow the instructions of No.1 staff and exit the building calmly and quietly by the directed route.
Trips and falls	Steps, flights of stairs, uneven floor in kitchen/scullery. Bruising, cuts or possibly broken bones or a bump to the head.	2	1 to 3	Double handrails for security. Ramp and lift for those who would find steps and stairs difficult.	School staff and students should take care when moving around the house and look out for uneven floors in the kitchen/scullery.
Health conditions/ emergency healthcare	Students suffering from ill health while on premises eg asthma.	3	1 to 4	First Aid kit in Administrator's office and Servants Hall. At least one First Aid trained staff member available at all times.	School staff should ensure all necessary medication, eg inhaler, is brought on visit.
Electrical equipment including AV projector/cables/power points in Servants Hall	Trip and Electrocutation hazard. Bruising, cuts, broken bones, death could result.	2	1 to 5	Laptop and projector equipment located in closed and lockable cupboards. Power points located discreetly. Any cables secured with hazard tape.	Students should be advised by school staff and No.1 staff to stay away from power points at all times and move carefully around any electrical equipment being used in the room. They should not access the laptop cupboard.
Personal Injury and Injury to Property from participation in educational activities	Students cutting themselves with scissors; burning with hot water/soap/glue/wax; damaging clothes with paint/glue/soap/food; physical injury while taking costumes on and off or during cooking. Allergic reactions to laundry soap/dye/starch/foodstuffs/	3	1 to 3	Safety scissors to be used. Use of glue and wax guns to be monitored. Aprons to be worn. Costumes to be easily wearable with no sharp or dangerous elements. Sink use to be monitored. No knives to be used. Cooking equipment to be safe and appropriate for children to use.	Students should behave sensibly and carefully in the Servants Hall and handle all equipment with care. School staff should give advance warning of any child with relevant food allergies. No.1 and school staff will monitor any use of cooking ingredients and equipment, soap, dye, glue or wax guns and the sink. Plastic protective gloves will be available for students with allergies or skin conditions and these students will be advised not to use the

Risk / Hazard	Description / Possible consequences	Likelihood	Severity	Actions taken to control risk	Residual risks / Mitigating measures in place
	make up.				make up during fashion workshops.

Likelihood ratings: 1 = very unlikely, 2 = unlikely, 3 = possible, 4 = likely, 5 = very likely Severity ratings : 1 = very minor, 2 = minor, 3 = moderate, 4 = severe, 5 = very severe