Historic House Risk Assessment Record

Please note: This is NOT a replacement of a School Risk Assessment. Teachers should follow local E.A. and DfE guidelines and write their own

	Hazard (May Cause harm)	Risk Factor Low---------High					Control (Remove or reduce risk)
Trip hazards	The historic flooring can be uneven and rooms often have small steps that pose a trip hazard. There are also other historic furnishings that can cause trip hazards				x		Children must be supervised at all times. Adults need to look for steps as they enter rooms and evaluate for potential risks in each room & supervise their children accordingly. Floors etc are checked regularly, but please advise a member of staff if you see a hazard that needs attending too.
Bumping into furniture	There is a risk that children may bump into furniture and into Perspex walls by access ramps etc				x		No running in the house. Constant supervision of children is required.
Chair storage	Stacked chairs against the wall may present a falling hazard		x				Stacked chairs will be surrounded by single chairs acting as a physical barrier to keep visitors and children away from the stacks. Adult supervision at all times.
Historic Fireplaces	All the historic fireplaces have original large heavy iron firebacks and firedogs that are a potential trip hazard			x			All the heavy iron firebacks are firmly secured to stop them falling. Children must be supervised at all times to prevent tripping on firedogs.
Stairs	All stairs and steps are a potential hazard	x					The main staircase has a banister on both sides offering stability.
Lift	The house has a platform lift that is not enclosed. When in use, the lift moves openly up the shaft		x				Read the instructions in the lift before using. Stand away from the walls when using the lift.
Lime walls in the Tudor Kitchen	The dust from the lime walls is a coughing hazard if disturbed	x					Adults and children are advised not to touch the walls
Fire evacuation	Adults/children blocking /sitting in front of the doors	x					Groups should be given a safety talk as part of the welcome. Make sure no one sits in front of any of the doors.
Heavy doors	Many of the doors in the house are very heavy and may pose a risk to fingers when shutting	x					Adults are asked to supervise children in the house
Electrical points	There are several electrical points in the education room presenting a mild electrical hazard and a trip hazard.	x					Electrical points should be used properly by staff only. Sometimes they are concealed in the wooden floors so please be aware. .
Private garden	Insect bites, stings and small slope	x					Children must be supervised at all times
Wooden toys	Splinter hazard	x					Some lessons use wooden toys that are constantly monitored for splinters. Regular maintenance takes place to sand down & oil toys.
Wooden toys	Hitting hazard				x		Some toys i.e. hoops, yo-yos, cup & ball, whip & top and skittles can be dangerous if not used properly. Constant supervision is required, and safety information will be given by a member of staff.
Exhibitions/ exhibits	Some exhibits are on open display, often on plinths			x			Exhibits must not be touched unless otherwise stated. Close adult supervision is required at all times. Visitors need to be mindful of plinths.
Tudor & Stuart discovery gallery	This children's gallery has many games and 'hands-on' activities. Risks include – misuse of small gaming pieces, tripping, throwing, swallowing hazards		x				Visitors are requested to use the gallery with respect and close adult supervision is required at all times.
Separation from group		x					Children must be supervised at all times and made aware of importance of staying together. Easily identifiable staff are onsite to help.
Please bring your own first aider. Adults to child ratio of 1:6 required							