

Lyme Regis Museum Risk Assessment Form

Activity / Environment being assessed: **SCHOOL VISIT TO MUSEUM**

Key person responsible: **David Tucker, Director**

Hazard	Who is affected and how	Procedures in place to minimise risk
<p>The main staircase is made of stone and is quite narrow on the inside of the spiral</p>	<p>Children and adults are affected as they could fall, resulting in minor to severe injury</p>	<p>Teachers are encouraged to visit and be aware of the nature of the building in advance of the group visit.</p> <p>School groups are required to have at least one teacher/adult per 6 pupils to enable adequate supervision.</p> <p>Children are told to take care when moving around the museum and to not run on the stairs.</p> <p>Schools will be encouraged whenever possible to use the new straight staircase.</p>
<p>The small spiral staircase from the first to the second floor is steep.</p>	<p>Children and adults are affected as they could fall resulting in minor to severe injury.</p>	<p>Teachers are encouraged to visit and be aware of the nature of the building in advance of the group visit</p> <p>School groups are required to have at least one teacher/adult per 6 pupils to enable adequate supervision.</p> <p>Children are told to take care when moving around the museum and to not run on the stairs.</p> <p>Teachers are emailed this assessment when a booking is made of the hazards of this staircase.</p>

		<p>A rope banister is in place.</p> <p>There is a sign at the foot of the stairs to warn of steepness and lack of handrail.</p>
<p>The metal staircase from the first to the second floor has open treads and a high level railing around the top</p>	<p>Children and adults are affected as they could fall resulting in minor to severe injury.</p>	<p>Teachers are encouraged to visit and be aware of the nature of the building in advance of the group visit</p> <p>School groups are required to have at least one teacher/adult per 6 pupils to enable adequate supervision.</p> <p>Children are told to take care when moving around the museum and to not run on the stairs.</p> <p>Teachers are sent this risk assessment on booking a visit</p> <p>There is a low-level net in place to increase safety for children</p> <p>There is a sign on the stairs to warn of steepness.</p>
<p>The Rotunda gallery on the second floor has open railing into the main stairwell</p>	<p>People of all ages may feel unsteady on their feet if they look down into the stairwell.</p> <p>Items can be dropped through the railings into the stairwell, potentially causing mild to severe injury to those below</p>	<p>Teachers are encouraged to visit and be aware of the historic nature of the building in advance of the group visit</p> <p>School groups are required to have at least one teacher/adult per 6 pupils to enable adequate supervision.</p> <p>A netting is in place across the rotunda, preventing people falling.</p>
<p>There is hot water</p>	<p>Risk of water burns</p>	<p>Teachers should inform</p>

supplied to all toilets and within the Learning Space		children of this hot water, and if necessary intervene in the use of the bathroom,
Fire Risk		The museum has a sophisticated fire detection system. All schools should be made aware of the position of fire exits and the museum assembly point.

This risk assessment has been reviewed and approved by:

David Tucker, Director

June 2021