



EDUCATIONAL VISITS: GENERAL RISK ASSESSMENT

- **The lead teacher is responsible for preparing their own risk assessment of the site, in accordance with their school's H&S policy.** This is only a basic risk assessment to help you plan your visit. Activity-specific risk assessments can be found with the appropriate session plans.
- **A pre-visit is advised for all new visitors where practicable.** This provides the opportunity for you to discuss your visit with the Learning Officer and to see the activities and support materials that are available.
- **Any accident or injury on-site must be recorded on a BRV incident form.**

Area	Hazards present	Associated risk(s)	Control Measures	Risk Score
Car Park	Coach steps, car park path	Slips, trips or falls	• Teacher supervision	Low
	Moving vehicles	Injury from collision	• Teacher supervision	Low
Museum & Grounds	Uneven walking surfaces indoors: steps and mosaic pavements	Slips, trips or falls	• Safety talk by BRV staff • Teacher supervision	Medium
	Uneven walking surfaces outdoors: embankments and rabbit holes	Slips, trips, falls or sprains	• Safety talk by BRV staff • Teacher supervision	Medium
	Slippery walking surfaces during wet weather	Slips, trips or falls	• Safety talk by BRV staff • Teacher supervision	Medium
	No heating indoors; mud outdoors in winter	Discomfort from cold; Reynaud's syndrome	• Teachers to urge parents to dress children appropriately for visit to rural, outdoor site, including coat, waterproof and wellies.	Medium
	Corners of display cases	Injury to eyes	• Teacher supervision	Low
	Personal items (especially mobile phones/cameras)	Damage to archaeology if dropped	• Mobile phones/cameras to be used by children at BRV's discretion. • Warning given about holding at appropriate distance.	Low
	Food and drink	Damage to archaeology if dropped	• No food and drink allowed inside (with exception of tearoom). • Bottled water allowed on hot days at BRV's discretion.	Low
	Wire fences	Injury from climbing	• Safety talk by BRV staff	Low
	Freestanding Roman pillars	Injury from climbing: damage to archaeology	• Safety talk by BRV staff • Teacher supervision	Low
	Loose ground and steep drops in fenced-off areas of site	Slips, trips or falls; risk of damage to archaeology	• Safety talk by BRV staff • Teacher supervision	Low
	Maintenance tools and chemicals	Cuts, trauma, burns, poisoning	• All items kept in locked shed when not in use. • Maintenance unavoidably taking place when schools on site will be secured, with tools and chemicals not left unattended.	Low
	Members of public	Collision with; damage to their property; safeguarding issues	• Teachers - not BRV staff - to supervise children at all times. • BRV safety talk includes notice of emergency muster point.	Low
Picnic Area & Tearoom	Uneven ground under picnic tables	Spillages, scalding	• Teacher supervision	Low
	Shelf at serving window	Collision	• Teacher supervision	Low
	Food preparation area	Cuts, scalding, allergen contact	• No admittance to children: teacher supervision	Low
	Gas-powered urn and fridge	Fire	• BRV safety talk includes notice of emergency muster point.	Low
Toilets	Cold water taps only	Contamination	• Use of soap/antibacterial gel should be sufficient in most cases. • In extremis, hot water available in kitchen (ask a BRV staff member).	Low
Workshops & Activities	Workshop steps	Slips, trips and falls	• Teacher supervision	Medium
	Muddy ground around workshop in winter	Slips, trips and falls	• Safety talk by BRV staff; teacher supervision. • Woodchip laid down when necessary.	Medium