

**RISK ASSESSMENT of educational group visits to Roman  
Baths & Pump Room site**

**SERVICE: Heritage Services**

**DATE OF ASSESSMENT: 27/2/09**

**REVIEW DATE: 27/2/2010**

<b>WORK ACTIVITY/LOCATION</b>	<b>HAZARDS</b>	<b>SEVERITY RATING 1-5</b>	<b>LIKELIHOOD RATING 1-5</b>	<b>RISK RATING 1-25</b>	<b>SIGNIFI- CANT RISK  YES/NO</b>	<b>CURRENT CONTROLS</b>	<b>REMEDIAL ACTION TAKEN WITH TIMSCALES FOR RISK CONTROL</b>
Educational child visits to the Roman Baths & Pump Room	1. Children becoming distressed as a result of becoming separated from their party.	1	2	2	NO	1. Educational groups are required to provide teachers or other responsible adults to accompany their charges in ratios of 1:10 for children aged 11 and under, and in a ratio of 1:15 for children aged over 12.	1. 1-7. None required whilst current controls are maintained.
	2. Teachers/leaders not exercising proper responsibility for their charges resulting in annoyance for other visitors and risk of damage to the monument and objects on display and interactives.	2	2	4	NO	2. Group leaders are required to sign an undertaking to take responsibility for the proper behaviour of their group on entry to the site. Any group found to be misbehaving is expelled.	
	3. Risk of interference with children by other visitors.	2	1	2	NO	3. Requirement for responsible teachers/leaders to be present in prescribed ratios	

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						(see 1. Above) and regular patrols of the site by staff.	
	4. Risk of interference with children by staff.	2	1	2	NO	4. Visits by educational parties are designed to avoid scenarios in which staff may have sole access to children.	
	5. Emergency evacuation	2	2	4	NO	5. Same controls applied to educational groups as other visitors. No special requirements identified. Emergency evacuation procedures reviewed regularly, updated and practiced.	
	6. Lunch arrangements	2	1	2	NO	6. Covered by separate risk assessments depending on location.	
	7. Risk of falling in water and drowning	5	1	5	NO	7. Great bath area supervised. Warning notices displayed, audio commentary warning and guided tour warning. Rescue aids provided. There is always a member of staff on duty trained in First Aid.	

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	<p>8. Education room teaching space hazards – A. Change of level on floor. B. Nature of equipment provided. C. Risk of damage to museum objects through poor handling.</p>	3	2	6	NO	<p>8. A. A change of floor level at one end of the room could be a trip hazard. The change in level is delineated by use of a flooring material that is different in texture and colour to the rest of the floor and the boundary is highlighted with a visual marker. B. Equipment used is conventional school issue equipment with which children are likely to be familiar and so presents an insignificant risk. C. Objects selected for robust construction and replicas of more delicate objects used for handling to minimise risk to collection. Staff trained in object handling.</p>	
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**REASSESSMENT OF RISK AFTER REMEDIAL ACTION TAKEN**

WORK ACTIVITY/LOCATION	RESIDUAL HAZARD AFTER REMEDIAL ACTION TAKEN	SEVERITY RATING 1-5	LIKELIHOOD RATING 1-5	RISK RATING 1-25	DETAILS OF ANY FURTHER ACTION OR MONITORING REQUIRED

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*Risk Rating = Likelihood of Harm x Severity of Injuries*

**Likelihood of Harm**

- |   |               |
|---|---------------|
| 1 | Very Unlikely |
| 2 | Unlikley      |
| 3 | Likely        |
| 4 | Very Liklely  |
| 5 | Certain       |

**Severity of Injury**

- |   |   |
|---|---|
| 1 | Minor injury with no time off                       |
| 2 | Injury up to three days off                         |
| 3 | Reportable injury resulting in over three days off. |
| 4 | Major injury causing long term absence.             |
| 5 | Death   |

**Action Levels**

**Rating**

- 1 - 9  
10 - 15  
16 - 25

**Risk**

- Low  
Medium  
High

**Action**

- Action within one month or review later. TRIVIAL TO TOLERABLE.  
Action required. (Within one week). TOLERABLE TO SUBSTANTIAL.  
Immediate action. SUBSTANTIAL TO INTOLERABLE.

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**RISK ASSESSMENT MATRIX**

**KEY:**



IMMEDIATE ACTION



ACTION WITHIN ONE  
WEEK



LOW PRIORITY TAKE  
ACTION WITHIN ONE MONTH  
OR REVIEW IF ACTIVITY CHANGES

		SEVERITY/ CONSEQUENCE				
		1	2	3	4	5
L I K E L I H O O D	1	1	2	3	4	5
	2	2	4	6	8	10
	3	3	6	9	12	15
	4	4	8	12	16	20
	5	5	10	15	20	25

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