

General Risk Assessment

Area Assessed: **Minster Tower (for Children's Education visits)**

Assessors: Diana Ives and Emma Anderton

Ser No:

Date: 9/5/2012

Review Date: 9/5/2013

What are the hazards?	Who could be harmed and how?	What are the control measures	Risk rating	What further actions are required?	Action by whom?	Action by when?	Date done
Steep stairs	Pupils, staff and other adults Risk of injury or falling	<ul style="list-style-type: none"> Hand rails and ropes are in place Adults lead and bring up the rear 	L1 S1 RR1 LOW	<ul style="list-style-type: none"> Regular inspection Remind everyone to hold rail/rope 	Vergers EA/DI/other trained volunteers	As often as they are used	
Low doorway and swinging, heavy door	Pupils, staff and other adults Risk of injury or bumps	<ul style="list-style-type: none"> Adults hold the door open for the children Attention is drawn to the low doorway before entering 	L1 S1 RR1 LOW	<ul style="list-style-type: none"> Continue to draw attention to the hazards 	DI/EA /other trained volunteers	At each tour	
Narrow high passage along triforium with obstacles	Pupils, staff and other adults Risk of injury, bumps, trips or fear of heights	<ul style="list-style-type: none"> Safety bars along the route Adult to child ratio allows an adult to return to ground level with any child unable to continue Advised to keep left on the way in and right on the way out Adult to child ratio allows an adult to return to ground level with any child unable to continue 	L1 S1 RR1 LOW	<ul style="list-style-type: none"> Continue to draw attention to the hazards and give safety instructions 	DI/EA /other trained volunteers	At each tour	

<p>Emerging onto roof – small doorway</p> <p>Returning through the doorway</p>	<p>Pupils, staff and other adults</p> <p>Risk of injury, bumps, trips or fear of heights</p>	<ul style="list-style-type: none"> • Handle bar fitted • Point out handle to group • Explain to children how to climb back through the small doorway and steps 	<p>L1</p> <p>S1</p> <p>RR1</p> <p>LOW</p>	<ul style="list-style-type: none"> • Continue to draw attention to the hazards and give safety instructions 	<p>DI/EA /other trained volunteers</p>	<p>At each tour</p>	
<p>Uneven surface and ropes on the roof</p>	<p>Pupils, staff and other adults</p> <p>Risk of injury, bumps, trips or fear of heights</p>	<ul style="list-style-type: none"> • Children are warned on emerging that they are not to run or climb • Adults advised of hazards before emerging 	<p>L1</p> <p>S1</p> <p>RR1</p> <p>LOW</p>	<ul style="list-style-type: none"> • Continue to draw attention to the hazards and give safety instructions 	<p>DI/EA /other trained volunteers</p>	<p>At each tour</p>	

2.6 Risk assessment calculator

Likelihood

The likelihood of something happening can be graded as:

- 1** = Low (seldom)
- 2** = Medium (frequently)
- 3** = High (certain or near certain)

Severity

The severity of injury if something does happen can be graded as:

- 1** = Low (minor cuts and bruises)
- 2** = Medium (serious injury or incapacitated for 3 days or more)
- 3** = High (fatality or a number of persons seriously injured)

		3	3	6	9
Likelihood	3	2	2	4	6
	2	1	1	2	3
	1	1	1	2	3
			1	2	3
		Severity			

Risk rating

- 1 – 2 = low priority
- 3 – 4 = medium priority
- 6 – 9 = high priority