

BLACKBURN WITH DARWEN BOROUGH COUNCIL

Number: _____

HEALTH & SAFETY RISK ASSESSMENT

DEPT: Environment and Leisure

SECTION / UNIT: Museum Services

LOCATION: Turton Tower

ACTIVITY
'Homes from the Past' session

Significant Hazards	How they may arise	People at Risk
<p>Educational activities normally undertaken at Turton Tower contain no significant hazard.</p> <p>This activity involves:</p> <ul style="list-style-type: none"> • Moving between rooms and around the site, • Looking at objects, • Handling objects and making a model house. <p>This activity contains no significant risk or hazard</p>	<p>See separate Risk Assessments for 'Moving around the site and building' and 'In the event of a fire'</p> <p>Children might misuse scissors, glue and crayons and should be supervised.</p>	<p>Pupils</p>

Current Control Measures	New Control Measures Needed	Action Date
<i>Equipment/Building</i> See 'Moving around the Museum'	na	na
<i>Organisation & Personal</i> See 'Moving around the Museum'	na	na
<i>Relevant Guidance Notes & other advisory documents</i> 'Hazardous educational activity' HEALTH & SAFETY RISK ASSESSMENT		

Assessed by: Stephen Irwin
Date of Assessment: 15/12/15

BLACKBURN WITH DARWEN BOROUGH COUNCIL

Number: _____

HEALTH & SAFETY RISK ASSESSMENT

DEPT: Environment and Leisure

SECTION / UNIT: Museum Services

LOCATION: Turton Tower

ACTIVITY

Moving around the site and building

Significant Hazards	How they may arise	People at Risk
<p>The following are not significant hazards but need to be considered</p> <p>Traffic on the lane where visitors leave the coach</p> <p>Slabs in front of building uneven and may be slippery in the wet</p> <p>Ground at the rear of the building uneven and slippery when wet</p> <p>Floor slippery when wet in outside toilets</p> <p>Stone steps and grass in the play</p>	<p>Teachers and children should take care when leaving the coach and crossing the lane to the site as there is occasional traffic to a local farm.</p> <p>The flags making up the pathways and steps around the site are worn and may present a 'tripping hazard'; they will also be slippery in wet weather.</p> <p>The grass banks and dirt paths found on the site will be muddy and slippery in wet weather</p>	<p>All members of a party visiting the site.</p> <p>All members of a party visiting the site.</p> <p>All members of a party visiting the site.</p>

<p>area will be slippery in wet weather.</p> <p>Step at entrance porch</p> <p>Within the building irregular flagged floors present a 'tripping hazard'</p> <p>Within the building steep steps present a 'tripping hazard'</p> <p>Visitors may bump their head on the low doorway into Meeting room</p>	<p>Visitors should use the handrails provided</p> <p>Verbal warning to visitors</p>	
--	---	--

Current Control Measures	New Control Measures Needed	Action Date
<i>Equipment/Building</i> Cases covered in safety film Regular inspection of cases/exhibits Regular inspection of stair carpets		na
<i>Organisation & Personal</i> None	none	na
<i>Relevant Guidance Notes & other advisory documents</i> Guidance notes and code of conduct issued to each school group before arrival.		

Assessed by: Stephen Irwin

Date of Assessment: 15/12/2015

BLACKBURN WITH DARWEN BOROUGH COUNCIL

Number: _____

HEALTH & SAFETY RISK ASSESSMENT

DEPT: Environment and Leisure

SECTION / UNIT: Museum Services

LOCATION: Turton Tower

ACTIVITY

In the event of a fire

Significant Hazards	How they may arise	People at Risk
Serious injury or death	If the building catches fire because of: People smoking An electrical fault An arson attack	All staff and pupils visiting the museum.

Current Control Measures	New Control Measures Needed	Action Date
<p><i>Equipment/Building</i> Fire and smoke alarmed throughout Fire exits marked and unblocked Fire extinguishers available and accessible Electrical appliances checked on a yearly basis</p>	<p>none</p>	<p>na</p>
<p><i>Organisation & Personal</i> Fire alarms are tested weekly Evacuation procedures are rehearsed quarterly Smoking prohibited throughout the building</p>	<p>none</p>	<p>na</p>
<p><i>Relevant Guidance Notes & other advisory documents</i> Guidance notes and code of conduct issued to each school group before arrival.</p>		

Assessed by: Stephen Irwin

Date of Assessment: 15/12/2015