

## STOTT PARK BOBBIN MILL, CUMBRIA

### Risk Assessment for Discovery Visit Session

Activity: From Tree to Bobbin, Key Stage 1-3  
 Duration: 45 minutes  
 Created: August 2023  
 Review date: August 2024  
 Prepared by: Education Visits Officer (North East)

#### Description and Notes

This risk assessment covers the From Tree to Bobbin Discovery Visit from when the group meets the facilitator, to the time when the session ends. It does not cover the walk from the coach/car park to the site or any aspect of your visit outside of the Discovery Visit. This information can be found in the Hazard Information on our [Schools page](#).

Hazard	Who is at risk?	Control measures	Risk after controls C x L = R		
Enclosed small spaces within the mill. The risk of trips and falls.	Leaders, students, EH staff	Numbers are limited to 15 students and 1 leader to ensure enough space is available to move safely through the mill. Facilitators guide students and leaders through the mill under direct supervision.	2	1	2
Uneven surfaces around the site, wooden floors, steep and uneven wooden stairs. The ground floor is covered in wood shavings. The risk of trips, slips, falls.	Leaders, students, EH Staff	Students and leaders are informed of the hazards prior to starting the session. Students are supervised at all times. Hazard marking tape is attached to the raised parts of the old lathe shop. Verbal warnings are given to groups as appropriate. Facilitators will have received training to identify risks and inform education groups of potential hazards.	2	2	4
Moving and operating machinery is in use during the tour. The risk of cuts, traps, abrasions or puncture.	Leaders, students, EH staff	Machinery is only operated by suitably trained members of staff. All machinery is checked prior to use to ensure it is fit for purpose. Machines are positioned behind barriers and guards are present around all moving parts so students and learners are not exposed to risk. Emergency stop controls are installed where necessary.	3	1	3
Noise from the machinery used. The risk of harm to ears.	Leaders, students, EH staff	Students and leaders are informed of noise levels prior to an activity starting. Noise is kept to a minimum where possible and machinery is switched off between demonstrations.	3	1	3

## Risk Assessments for Discovery Visits

Risk = consequence x likelihood in the context of a task i.e. when undertaking this task how bad could it be if it went wrong (almost regardless of whether it would) and what are the chances of it going wrong. They are both qualitative judgements based on objective data.

### The Consequence Evaluation

The data you need to evaluate consequence (in the context of the task) are:

- Hazard - the thing with the potential to cause harm.

Consequence is graded on the three point scale where:

- 3 is death or life changing injuries
- 1 is first aid treatable injuries
- 2 is everything else.

### The Likelihood Evaluation

Local knowledge/information will help judge the chances of the accident happening. It will include things like:

- Frequency and duration
- Numbers of people, vulnerable people
- The environment the activity is carried out in e.g. inside/outside, time of day, weather, distractions
- Accident/incident history
- Controls/supervision
- The equipment involved and its level of maintenance
- Anything else relevant to the likelihood evaluation.

It is not necessary to try to collect every piece of data that might have an effect on the likelihood; we just need to collect the most important pieces of data.

Likelihood is graded on the English Heritage three point scale where:

- 3 is almost certain to occur
- 1 means we would be surprised if the accident happened
- 2 is everything else.

### Risk

Risk is calculated by multiplying the consequence rating by the likelihood rating giving potential risk ratings of:

- High (6 and 9)
- Medium (3 and 4)
- Low (1 and 2).