

Abingdon County Hall and Museum, Oxfordshire

Hazard information sheet for educational groups

It is the responsibility of teachers and group leaders to complete a risk assessment prior to any site visit being made. This is a requirement of most local education authorities. The following information is intended as a preparatory tool and does not replace a teacher's or group leader's own risk assessment. Please be aware that conditions at historic sites may change rapidly, and that you will need to remain alert at all times during your visit.

There is a coach park on Bridge Street which is a short walk from the site. There is no coach drop off point near the site. The site is located in the town centre and is immediately adjacent to a busy main road. There is no barrier separating the site from the road.

The Market Hall, a paved open arcade still used for a monthly farmers' market, is at street level. Visitors access the Sessions Hall by entering the stair tower. There is a small vestibule area at the base of the stairs with a loose floor mat. A locked door leads to a basement via a flight of steep stone stairs. The basement can be viewed by prior arrangement only. Visitors climb several flights of shallow wooden stairs. The staircase is wide and there is a wooden balustrade. There are several landings with low ceilings and there are seats located on each landing. Glass-fronted display boxes are mounted on the walls adjacent to the staircase and there is a floor-standing glass-topped display box opposite the door to the museum. There is no further access beyond this landing on the first floor.

The museum occupies the Sessions Hall. There are numerous glass-topped display cases of various heights. There are several unguarded displays situated around the room. There is a craft area for children with tables and low wooden stools and various craft materials. There is an audio visual display unit behind the craft area. There is a glass-fronted dolls' house against the far wall and there is a '*please do not touch*' sign in place. There are some visible electrical cables and sockets under the dolls' house. There is a small self-serve tea room with tables and chairs which are for customer use only. There are fire extinguishers located throughout the building and several break glass alarms.

Access to the roof is by appointment only and numbers are strictly limited. The roof is accessed from a landing via a flight of narrow steep wooden stairs. There is low headroom at the base of this flight and there is a warning sign in place. The staircase leads into a cupola and a door leads out onto the roof. Please note that care should be taken when using the door, especially in windy conditions. The roof is floored by wooden duck boards and is surrounded by a low wooden balustrade with a sheer drop. There is a warning sign in place. There is **strictly** no access to the upper roof level.

There are no public toilets on site but educational visitors may use the facilities in the basement by arrangement.