

## PENDENNIS CASTLE, CORNWALL

### Risk Assessment for Discovery Visit (guided Education session)

**Activity:** Now And Then  
**Site:** Pendennis Castle  
**Date updated:** 1st June 2017  
**Review date:** 1st June 2018  
**Prepared by:** Education Visits Officer (West)

#### Description and Notes

This risk assessment covers the 'Now And Then' Discovery Visit from when the group enters the Education Room to the time when the session is completed. It does not cover the walk from the coach/car park to the site or Education Room; information relating to other areas of the site can be found on the property Hazard Information Sheet.

The Discovery Visit consists of a 1.0 hour long interactive session based in the education room at Pendennis Castle, delivered by English Heritage site staff and supported by English Heritage Education volunteers. During this time the students will have the opportunity to dress up in costume and handle replica objects.

| Hazard                           | To Whom                 | Initial Risk<br>S x L = R |   |    | Control Measures  | Risk With Controls<br>S x L = R |   |   |
|----------------------------------|-------------------------|---------------------------|---|----|---|---------------------------------|---|---|
|                                  |                         | S                         | L | R  |   | S                               | L | R |
| Steep paths, steps and stairs.   | Adults, students, staff | 4                         | 2 | 8  | Risk acceptable. Students will be advised of this hazard during the session and must be supervised at all times by accompanying adults. Use handrails on stairs where provided.   | 4                               | 1 | 4 |
| Handling objects and costumes.   | Adults, students, staff | 3                         | 2 | 6  | Risk acceptable. Follow guidelines for handling objects, always under adult supervision. Ensure costumes are off the floor to prevent trips and props are held and used appropriately to prevent injury to the individual or others.  | 3                               | 1 | 3 |
| Bites and stings.                | Adults, students, staff | 5                         | 2 | 10 | Accompanying adults will carry necessary medication for any students with allergies. Site staff will be aware of any insect nests on site and ensure the group keep clear.  | 5                               | 1 | 5 |
| Severe/adverse weather.          | Adults, students, staff | 5                         | 2 | 10 | Site staff will advise of risks on the day and restrict access to areas of the site or whole site as necessary.   | 5                               | 1 | 5 |
| Uneven paths, ground and floors. | Adults, students, staff | 4                         | 2 | 8  | Risk acceptable. Students will be advised of this hazard prior to beginning the session and must be supervised at all times by accompanying adults. Running in the Education Room and on site will not be permitted and extra care will be taken in wet and/or windy weather. | 4                               | 1 | 4 |

**Risk Assessment Score overall (average after risk controls) = 4.2**

## Risk Assessments for Discovery Visits

Risk assessments are worked out by identifying possible hazards and putting in place measures to significantly reduce the likelihood of the hazard occurring. Once this has been done a simple calculation which multiplies the hazard score for the activity by the chance of it happening gives a risk assessment score. A low score signifies little or no risk; a high score would indicate the activity is potentially dangerous.

### Hazard Severity:

1. No risk of injury
2. Slight risk (minor injury requiring first aid)
3. Moderate risk (injury resulting in 3 days off work/school)
4. High risk (resulting in a major injury)
5. Very high risk (causing death or serious injury to an individual)
6. Extremely high risk (causing multiple deaths and widespread destruction)

### *Multiplied by*

### Likelihood of Occurrence:

1. Not likely (only under freak conditions)
2. Possible (if other factors are present)
3. Quite possible (if other factors precipitate it)
4. Likely (with other factors or carelessness)
5. Very likely (an accident waiting to happen)
6. Certain

**Risk factor of 8 or less:** Acceptable risk level; address risk further if possible.

**Risk factor between 8 and 12:** Tolerable risk level; activity may proceed but risk must be addressed and reduced to acceptable level if possible.

**Risk factor of 13 or more:** Unacceptable risk level; activity must not proceed and risk must be addressed and reduced to tolerable level at least and acceptable level if possible.

**The numerical scale used is to allow comparisons of risk levels only, no literal meaning is implied by the scoring level.**

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