

CONISBROUGH CASTLE, SOUTH YORKSHIRE

Risk Assessment for Discovery Visit Session

Activity: Meet the Medievals, Key Stages 1-3
 Duration: 60 minutes
 Date updated: 1 September 2023
 Review date: 1 September 2024
 Prepared by: Education Visits Officer (North)

Description and Notes

This risk assessment covers the Meet the Medievals 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](#).

The Discovery Visit part of your session takes place inside the Education Room on site. It involves object handling, role play and some wearing of costumes.

Hazard	Who is at risk?	Control measures	Risk after controls C x L = R		
Delivery and collection vehicles arriving on site near Visitor Centre.	Leaders, students, EH staff	Students are warned of the dangers of vehicle movement and should treat the crossing as a road. EH staff and leaders to watch out for vehicles.	3	1	3
Trips, slips and falls on grass banks, uneven paths, low stone foundations and castle entrance.	Leaders, students, EH staff	Students are supervised at all times and instructed regarding this hazard condition prior to visit. Extra care to be taken in wet and/or windy weather. Verbal warnings are given to groups as appropriate. Leaders and facilitators monitor throughout the session. Facilitators will have had necessary training to identify risks and inform groups of potential hazards.	2	1	2
Bulky school bags being carried into the education room can cause falls and over-balancing on uneven surfaces.	Leaders, students, EH staff	EH staff will indicate a safe area where bags may be left in the Visitor Centre. Students and leaders will be advised before the visit that bags would have to be left unattended.	2	1	2
Trips from costumes being worn.	Students	Costuming to be supervised and children warned about moving carefully. Dress with adult supervision and smaller ones take costumes off before moving around.	2	1	2
Injury from sharp or awkward shaped objects.	Leaders, students, EH staff	We ask students not to try on any of the objects when handling them without express permission. Students	2	1	2

		instructed on how to handle objects carefully. Facilitators, volunteers and leaders monitor throughout the session.			
Trip, slips and falls from the rugs, the artefacts and the wooden chests that are on the floor.	Leaders, students, EH staff	Students and teachers are warned before entering the room of the trip hazards. Facilitators, volunteers and leaders monitor throughout the session.	2	1	2
Hair stuck in chain mail hood	Leaders, students, EH staff	Students are not allowed to try on the chain mail, without express permission.	1	2	2
Trapping fingers in wooden chests	Leaders, students, EH staff	At the beginning of the session both students and leaders are advised to be careful when opening and closing the boxes. Facilitators and volunteers monitor the children throughout. The heavy lids are not left open for long periods of time.	2	2	4

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).