GAINSBOROUGH OLD HALL, LINCOLNSHIRE
Risk Assessment for Discovery Visit Session

Activity: Prepare for a Feast: The King is Coming! Key Stages 1-2
Duration: 60 minutes
Created: 1 September 2023
Review date: 1 September 2024
Prepared by: Education Visits Officer (North)

Description and Notes
This risk assessment covers the Prepare for a Feast: The King is Coming! 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 takes place in the Kitchen, Great Hall and Education Room and involves role play and object handling.

Hazard	Who is at risk?	Control measures	Risk after controls C x L = R		
Tripping over bags and coats.	Leaders, students, EH staff & EH volunteers	Ensure all bags and coats are put in the bag drop before the session,	1	2	2
Trips, slips and falls on uneven paths, flooring, ramps and Hall stairs.	Leaders, students, EH staff	Leaders and students will be advised of this hazard before the session; students must be supervised at all times by accompanying adults. Verbal warnings are given to groups as appropriate. Leaders and facilitators monitor throughout the session. Facilitators will have received necessary training to identify risks and inform education groups of potential hazards.	2	1	2
Bumping head on fireplace while putting bags away.	Students, leaders, EH staff	EH staff point out risk and supervise bag storage or get school staff to do it.	2	1	2
Trying on costumes. The risk of trips, slips, falls.	Leaders, students, EH staff	Students will dress with the assistance of a leader and are instructed to take care when moving around. Leaders and facilitators will monitor throughout.	2	1	2
Dropping of heavy items such as a large vessel or box lid.	Leaders, students, EH staff	Larger objects will only be handled with the assistance of a leader. Students will not have free access to these objects. Leaders and facilitators will monitor the students throughout.	3	1	3

The risk of ingestion, nips and cuts when handling items.	Leaders, students, EH staff	Students are instructed to take care when handling items. Leaders and facilitators will monitor throughout.	3	1	3
Cuts from broken items – eg: crockery	Leaders, students, EH staff	Explain how to handle crockery items. Supervise groups so that if something is broken, they do not pick it up.	1	1	1

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 injures
- 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).