

## HOUSESTEADS ROMAN FORT, NORTHUMBERLAND

### Risk Assessment for education led session

**Activity:** Meet a Roman Soldier  
**Site:** Housesteads Roman Fort  
**Date updated:** April 2018  
**Review date:** April 2019  
**Prepared by:** Education Visits Officer North

#### Description and Notes

This risk assessment covers the Meet a Roman Soldier Discovery Visit: It does not cover the walk from the coach/ car park to the site, this information can be found on the hazard information sheet.. The activity consists of a 1.5 hour Discovery Visit led by a costumed interpreter.

Activity/Hazard	To whom	Initial Risk			Control Measures	Risk after controls		
		S	L	R				
Sheep/cattle droppings/manure	Adults/Pupils/ EH staff	2	3	6	Paths to be cleared where possible. Groups to clean hands before eating.	2	2	4
Rabbit/animal burrows	Adults/Pupils/ EH staff	3	2	6	Regular pest control	2	2	4
Uneven ground Standing remains Surfaces can be slippery when wet	Adults/Pupils/ EH staff	3	3	9	The site is open to the public, fences and paths are maintained to a high standard. Supervision by event staff, briefing to group members to help moving safely	3	2	6
Steep ground to the north of Hadrian's Wall	Adults/Pupils/ EH staff	4	3	12	The steep ground is outside the fort wall to the north, this area will be avoided. Any other areas which pose a high risk will be identified and avoided	4	1	4
Change in weather conditions, while on site	Adults/Pupils/ EH staff	2	4	8	Prior information to school on the nature of the site (EH). Flexibility in programme allowing use of the Education Room. Weather forecast will be obtained beforehand by event staff.	2	2	4

Children becoming lost	Adults/Pupils/ EH staff	4	3	12	Supervision by event staff, briefing to group and teaching staff as to which areas to use.	4	1	4
Members of the public becoming involved in the session	Adults/Pupils/ EH staff	3	3	9	Vigilance by event staff, member of the public acting inappropriately will be asked to move away from the group.	3	2	6
Dressing up, handling wooden swords, foam spears and shields	Adults/Pupils/ EH staff	3	3	9	Children will be shown how to use the costumes and assisted in dressing by event staff and visiting staff. Children will be instructed in the safe use. Any inappropriate behaviour will be stopped. Costumes will be inspected for damage before the session, if any issues are discovered the item will be placed out of use until a satisfactory repair can be made.	3	2	6
Handling objects, some objects may be sharp or heavy	Adults/Pupils/ EH staff	3	3	9	Advice will be given on how to handle objects; Children will be under constant supervision. Objects will be stored safely when not in use.	3	1	3
Using toilet facilities Children may become lost, difficulties in using the toilets	children	3	3	9	There are no toilets inside the fort. Any children needing to use the toilet must be accompanied by a member of their own staff, NOT event staff	3	1	3

**Risk Assessment Score overall = 4.4**

## 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:** Any activity that scores 8 or under has an acceptable risk factor.

**Risk factor between 8 and 12:** Any activity scoring between 8 and 12 has a level of risk that may be tolerable but measures must be taken to reduce the risk.

**Risk factor of 13 or more:** Any activity scoring 13 or more has an unacceptable risk and shouldn't be done.

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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