

KENWOOD, HAMPSTEAD

Risk Assessment for Education led session

Activity: Estate Quest, Discovery Visit

Site: Kenwood

Date updated: 28th June 2018

Prepared by: Victoria Gordon Freelancer (Kenwood)

Description and Notes

This risk assessment covers the Estate Quest Discovery Visit from when the group meet the freelancer and volunteers at the back of the house (near the café), to the point where the freelancer and education volunteers end the session. It does not cover the walk from the site entrance to the start of the Discovery Visit. This information can be found on the hazard information sheet.

The activity consists of a 1 ½ hour long workshop led by an English Heritage freelancer (Victoria Gordon). During this time the children will have the opportunity to explore the Estate and discover man made landmarks around the gardens.

Hazard	To whom	Initial Risk S x L = R			Control Measures	Risk after controls		
		S	L	R		S	L	R
Please be aware that at the first meeting point, round the back of the house, there may be staff and members of the public carrying trays of hot drinks.	Adults, pupils, staff	4	2	8	Verbally draw attention to the possible hazard. Request that care is taken and children are moved to one side when people are making their journey with drinks.	4	1	4
Walking through pasture ground and paths in winter maybe muddy & icy.	Adults, pupils, staff	2	2	4	Verbally draw attention to the possible hazard. Minimise risk by checking area prior to the visit and walking around deep mud areas or walk along path only. Request students and staff to wear weather appropriate clothing.	2	1	2
Dogs not on leads outside of Kenwood perimeter, at view point, could cause distress to pupils	Adults, pupils and staff	1	1	1	Warn pupils and staff this is an area where dogs are not required on leads and ask teachers to advise if any pupils are nervous. Ask nervous pupils to stay near staff and warn approaching dog walkers to stay away from the group	1	1	1
General tripping on paths, steps and uneven ground on site and in the house.	Adults, pupils, staff	4	3	12	Verbally draw attention to risks. Children will be asked not to run and to be careful when moving across the site at all times.	4	2	8
Walking up steep ground to Henry Moore statue can induce unfit participants to be out of breath	Adults, pupils, staff	2	2	4	Verbally drawing attention to the risks. Advise participants not to run up hill.	2	2	4

Participants not obeying instructions and walk towards/in the ponds.	Adults, pupils, staff	3	2	6	Verbally drawing attention to the risk and keeping group 5 metres away from the edge of the ponds.	2	1	2
Wildlife interrupt the group	Adults, pupils, staff	2	2	4	Verbally drawing attention to the risk and advise to stay away from wildlife and not to feed or approach any living creature.	2	1	2

Risk Assessment Score overall = 3.2

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: 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.

If you would like this document in a different format, please contact our Customer Services department:

Telephone: 0370 333 1181

E-mail: customers@english-heritage.org.uk