

Risk assessment of Glastonbury Lake Village Museum: Last assessed April 2008

Please note that this information is a guide only and not a substitute for the school's own risk assessment procedures

Severity: Death 4, Major Injury 3, Significant injury 2, Minor Injury / illness 1

Risk: Certain 4, Very Likely 3, May happen 2, Unlikely 1

No	Area / Activity	Hazard	Affected	Severity	Risk (subject to measures implicated)	Rate	Measures/Comments	Rate analysis
1	Entrance	Loss/injury to children Straight from pavement Glastonbury High Street	Children	2	2	4	Supervise groups at all times. Standard road safety measures apply.	A
2	Tourist Information Office	Loss/injury to children. negligible	Children	1	2	2	Small room open to the public. Gathering space in courtyard at rear	T
3	Rear ground floor room of museum	Loss/injury to children negligible	Children	1	2	2	No significant hazards Split class into small groups to work in each section of museum	T
4	Dug out canoe room	Loss/injury to children negligible	Children	1	<i>p.</i>	2	Steps up to this room Visit only in small supervised groups	T
5	Garden	Poor disabled access Steps up to higher level otherwise secure	Children in wheel chairs	1	2	2	Flagstone courtyard, and garden, suitable for wheel chairs on hard standing	T
6	Upper museum display rooms	Wooden spiral stair access	Adults and children	2	2	4	Well lit, shallow steps with good handrail	A

No	Area / Activity	Hazard	Affected	Severity	Risk (subject to measures implicated)	Rate	Measures/Comments	Rate analysis
7	Museum room at rear	Low arched doorways	Adults and KS3 children	1	2	2	Warning notices and supervision necessary	T
8	Museum room at front	Low arched doorways	Adults and KS3 children	1	2	2	Warning notices and supervision necessary	T
9	Car and coach parks	Loss/injury to children	Children	4	1	4	While not part of the LVM responsibility the town car parks could present a road safety hazard. Extreme care.	A

Rate Analysis (Risk x Severity = Rate)

1 - 3 = Trivial (T) 4 - 9 = Adequately controlled (A) 10 - 16 = Unacceptable risk, additional measures required (U) To minimise risks while on this site the following guidelines are suggested:

1. On arrival teacher in charge to report to TIC with numbers of staff and pupils visiting
2. Staff and adult helpers to familiarise themselves with layout of site
3. Ensure that adult group leaders understand the hazards