

**Risk assessment for CITY DISCOVERY CENTRE**  
**School visits 2006**  
**Hazards common to all visits**

<b>Hazard</b>	<b>Risk</b>	<b>Precautions taken</b>
Children at risk from passing cars while boarding and alighting from coaches	Low	Coaches directed to safe zone in main parking area and children directed to buildings
Fire risk in buildings being used for CDC activities	Low	Fire drill twice yearly ; Emergency doors constantly kept clear ; fire alarms and fire extinguishers checked regularly ( certificates of maintenance available on request)
Children tripping/falling as moving from one area/session to another	Low	Surfaces maintained. First-aid trained CDC staff on-hand
Risks arising from Ponds/ woodlands/ in the wider landscape of the site	Low	Children to be supervised by adults at all times. In addition, vegetation around water to be kept low and so hazard made obvious.
Beehives/ horses in habitation at the site	Low	Children to be supervised by adults at all times.

## Suggested points to aid Risk assessments from CITY DISCOVERY CENTRE School History visits 2006

<b>Roman</b>	<b>Hazard</b>	<b>Risk</b>	<b>Precautions</b>
intro	- Naked flame (Candles) and problems with breathing (incense burning)	Low	- Candles extinguished after brief introduction; Incense burned before school arrives
Household	- Children dropping artefacts on feet/floor	Low	- CDC staff to warn about passing artefacts carefully
Villa	<ul style="list-style-type: none"> <li>- if walking, possibilities of tripping/ getting lost en route</li> <li>-</li> <li>- tripping falling over Roman remains</li> <li>- accidents associated with bad/hot weather</li> </ul>	Low	<ul style="list-style-type: none"> <li>- CDC staff, school teachers and adults to supervise walking to villa/ CDC staff to carry mobile 'phone</li> <li>- CDC staff to warn children of being aware and no running</li> <li>- Teachers to prepare children before visit to be suitably dressed/ sturdy footwear for weather (as suggested by CDC staff)</li> </ul>
Banquet	<ul style="list-style-type: none"> <li>- Tripping over costumes once on</li> <li>- Children dropping artefacts on feet</li> <li>- Children tripping over banquet set up</li> <li>- Concerns about children's welfare in dressing up situations</li> </ul>	Low	<ul style="list-style-type: none"> <li>- Belts to hold up longer costumes</li> <li>- CDC staff to warn about handling carefully</li> <li>- CDC staff to warn about possible dangers</li> <li>- All CDC staff are police checked before participating in sessions</li> </ul>
Soldier	<ul style="list-style-type: none"> <li>- Trying on of heavy metal armour</li> <li>- Dropping of armour while being tried on by pupils</li> </ul>	Low	- Children supervised while trying on armour
Roman Gods	<ul style="list-style-type: none"> <li>- CDC staff dropping artefacts as moving them across room</li> <li>- Children handling herbs (allergies/ pricking of fingers)</li> <li>- Use of lighted charcoal lighter and incense by CDC staff</li> </ul>	Low	<ul style="list-style-type: none"> <li>- CDC staff careful about being carried</li> <li>- Teachers to tell CDC staff of any known allergies/ CDC staff to warn children of possible dangers</li> <li>- CDC to warn teachers and pupils of action</li> </ul>

Cooking	<ul style="list-style-type: none"> <li>- Sharp knives for preparing food</li> <li>- Use of foods which can produce allergies</li> <li>- Children dropping breaking bowls/ utensils</li> <li>- Use of hot stove for cooking</li> <li>- Spread of germs through handling food</li> <li>- Tasting of food- allergies, temperature</li> </ul>	Med	<ul style="list-style-type: none"> <li>- supervision by teachers/ adults and CDC staff</li> <li>- teachers to warn CDC staff in advance of any allergies (nuts not used on site)</li> <li>- CDC to warn about careful handling of bowls etc</li> <li>- CDC staff/ teacher always present at stove. Children stirring under supervision</li> <li>- Hands washed before and after session</li> <li>- Teachers to confirm consent to CDC in advance for food tasting</li> </ul>
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Please note children will take part in the introduction plus 3 other sessions from those listed above