

SOCIETY, SCIENCE AND CIVIL WAR AT BOLSOVER CASTLE

Risk Assessment for Discovery Visit Session

Activity: Discovery Visit at Bolsover Castle for upper KS2 and KS3
 Duration: 100 minutes
 Created: 1 September 2024
 Review date: 1 September 2025
 Prepared by: Education Visits Officer (Yorkshire and N Midlands)

Description and Notes

This risk assessment covers the Society, Science and Civil War Discovery Visit at Bolsover Castle 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](#).

Hazard	Who is at risk?	Control measures	Risk after controls C x L = R		
Moving vehicles coming through the site.	Leaders, students, EH staff & EH volunteers	Teachers to warn students of risk, staff and volunteers to warn students of risk and ask students to follow instructions given by the facilitator.	3	1	3
Tripping over bags and coats.	Leaders, students, EH staff & EH volunteers	Ensure all bags and coats are put in the storage provided and away from the floor prior to the session starting. These can remain in the Education Room which can be locked.	1	2	2
Tripping on paths, steps and uneven ground and floors.	Leaders, students, EH staff & EH volunteers	Verbally draw attention to risks. Children will be asked not to run and to be careful when moving across the site at all times.	2	3	6
Trips over clip boards and fingers caught in clips	Leaders, students, EH staff & EH volunteers	Students warned to use clip boards correctly and to pick up between areas as we move around the site.	1	1	2
Trip hazard from wet weather. Risk to getting cold and or hot from extreme or inclement weather.	Leaders, students, EH staff & EH volunteers	All parties to check the weather prior to arriving and to come dressed for the weather. Waterproof shoes and a warm rain jacket and/or sun hat and sunscreen. Warn students surfaces may be slippery when wet.	1	2	2
. The risk of animal interaction due to grazing livestock. Risk of insect bites/ zoonotic infection in fountain garden	Leaders, students, EH staff & EH volunteers	Verbally draw attention to risks. Dogs should be on leads in all areas.	2	1	2
Allergy to herbs, spices, materials in Pillar Parlour	Leaders, students, EH staff & EH volunteers	Ask regarding allergies when activity starts and students who may be allergic refrain from touching	3	1	3

Cuts from breakage of glass bottles in science experiment	Leaders, students, EH staff & EH volunteers	Carried by facilitator in padded bags. Thick bottles used so less likely to break Students warned to handle carefully and follow instructions for use	2	1	2
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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 injuries
- 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).