

BLACKBURN WITH DARWEN BOROUGH COUNCIL

Number: \_\_\_\_\_

HEALTH & SAFETY RISK ASSESSMENT

DEPT: Environment and Leisure

SECTION / UNIT: Museum Services

LOCATION: Turton Tower

**ACTIVITY**

'Meet the Tudors' session

Significant Hazards	How they may arise	People at Risk
<p>Educational activities normally undertaken at Turton Tower contain no significant hazard.</p> <p>This activity involves:</p> <ul style="list-style-type: none"> <li>• Moving between rooms,</li> <li>• Looking at objects,</li> <li>• Handling objects,</li> <li>• Tudor dancing</li> </ul> <p>This activity contains no significant risk or hazard</p>	<p>See separate Risk Assessments for 'Moving around the Museum' and 'In the event of a fire'</p> <p>Children and staff should be told how to handle the objects – with both hands and over the table;</p>	

Current Control Measures	New Control Measures Needed	Action Date
<i>Equipment/Building</i> See 'Moving around the Museum' See 'In the event of a fire'	na	na
<i>Organisation &amp; Personal</i> See 'Moving around the Museum' See 'In the event of a fire'	na	na
<i>Relevant Guidance Notes &amp; other advisory documents</i> 'Hazardous educational activity' HEALTH & SAFETY RISK ASSESSMENT		

Assessed by: Stephen Irwin

Date of Assessment: 14/12/15

BLACKBURN WITH DARWEN BOROUGH COUNCIL

Number: \_\_\_\_\_

HEALTH & SAFETY RISK ASSESSMENT

DEPT: Environment and Leisure

SECTION / UNIT: Museum Services

LOCATION: Turton Tower

**ACTIVITY**  
**Moving around the site and building**

Significant Hazards	How they may arise	People at Risk
<p>The following are not significant hazards but need to be considered</p> <p>Traffic on the lane where visitors leave the coach</p> <p>Slabs in front of building uneven and may be slippery in the wet</p> <p>Ground at the rear of the building uneven and slippery when wet</p> <p>Floor slippery when wet in outside toilets</p> <p>Stone steps and grass in the play area will be slippery in wet weather.</p>	<p>Teachers and children should take care when leaving the coach and crossing the lane to the site as there is occasional traffic to a local farm.</p> <p>The flags making up the pathways and steps around the site are worn and may present a 'tripping hazard'; they will also be slippery in wet weather.</p> <p>The grass banks and dirt paths found on the site will be muddy and slippery in wet weather</p>	<p>All members of a party visiting the site.</p> <p>All members of a party visiting the site.</p> <p>All members of a party visiting the site.</p>

<p>Step at entrance porch</p> <p>Within the building irregular flagged floors present a 'tripping hazard'</p> <p>Within the building steep steps present a 'tripping hazard'</p> <p>Visitors may bump their head on the low doorway into Meeting room</p>	<p>Visitors should use the handrails provided</p> <p>Verbal warning to visitors</p>	
---	---	--

Current Control Measures	New Control Measures Needed	Action Date
<i>Equipment/Building</i> <b>Cases covered in safety film</b> Regular inspection of cases/exhibits Regular inspection of stair carpets		na
<i>Organisation &amp; Personal</i> None	none	na
<i>Relevant Guidance Notes &amp; other advisory documents</i> Guidance notes and code of conduct issued to each school group before arrival.		

Assessed by: Stephen Irwin

Date of Assessment: 15/12/2015

BLACKBURN WITH DARWEN BOROUGH COUNCIL

Number: \_\_\_\_\_

HEALTH & SAFETY RISK ASSESSMENT

DEPT: Environment and Leisure

SECTION / UNIT: Museum Services

LOCATION: Turton Tower

**ACTIVITY**

In the event of a fire

Significant Hazards	How they may arise	People at Risk
Serious injury or death	If the building catches fire because of: People smoking An electrical fault An arson attack	All staff and pupils visiting the museum.

Current Control Measures	New Control Measures Needed	Action Date
<p><i>Equipment/Building</i> Fire and smoke alarmed throughout Fire exits marked and unblocked Fire extinguishers available and accessible Electrical appliances checked on a yearly basis</p>	<p>none</p>	<p>na</p>
<p><i>Organisation &amp; Personal</i> Fire alarms are tested weekly Evacuation procedures are rehearsed quarterly Smoking prohibited throughout the building</p>	<p>none</p>	<p>na</p>
<p><i>Relevant Guidance Notes &amp; other advisory documents</i> Guidance notes and code of conduct issued to each school group before arrival.</p>		

**Assessed by: Stephen Irwin**

**Date of Assessment: 15/12/2015**