

# OFFSITE RISK ASSESSMENT – CASTLE/OTHER HISTORIC MONUMENTS

Next Gen Alternative  
Provision

<b>ACTIVITY:</b> Offsite Visits – Castles, and other Historic Monuments			<b>Visit Leader:</b>	
<b>Visit Details:</b>			<b>Date of Visit:</b>	
<b>Assessment by:</b>		<b>Date:</b>	<b>Target Date for review:</b>	
<b>Approved by:</b>		<b>Position:</b>	<b>Date:</b>	
<b>Significant Hazards and Associated Risks</b> Those hazards which may result in serious harm or affect several people	<b>Those who might be harmed</b> Persons at risk from the significant hazards identified	<b>Control Measures (CM's):</b> Controls, including relevant sources of guidance (e.g. Generic Risk Assessments, Guidance from Provider, etc.). Specific CM's not included in the generic RA (e.g. briefings, actions by leaders / participants, qualifications / experience of supervisors)	<b>Additional CM's required?</b> If existing CM's cannot be met or circumstances have changed	<b>Residual Risk Rating (H / M / L)</b>
All accidents	All group members, including leaders	<ul style="list-style-type: none"> <li>This generic risk assessment will be read in addition to the generic risk assessment "General Considerations"</li> </ul>	Parts of generic risk assessment, "Indirect or Remote Supervision" may also apply	
Inappropriate Leadership	Group members	<ul style="list-style-type: none"> <li>Leaders familiar with the Management of LOtC and Offsite Visits (esp. Section 17 – 'Good Practice Requirements')</li> <li>Visit leaders familiar with the OEAP's National Guidance document 7m, "Heritage Visits"</li> <li>Activity management takes account of group characteristics</li> <li>Leaders trained, competent and experienced with clearly defined roles and responsibilities for all staff</li> <li>Group leader to undertake preliminary visit</li> </ul>		

Offsite Risk Assessment – Castle/Historic/Monuments

Hazards specific to Castles e.g. spiral staircases, uneven steps, low doorways, opportunities to climb etc	All group members, including leaders	<ul style="list-style-type: none"> <li>All leaders familiar with guidance offered by site management including emergency and first aid procedures and how to contact duty staff / manager, if required, at any time</li> <li>On arrival, group will be fully briefed regarding required behaviour, potential hazards, “no-go areas”, and safety measures/procedures – particular mention will be made of any high bridges or battlements and unprotected drops</li> </ul>		
Transport to and from venue		<ul style="list-style-type: none"> <li>Use reputable coach company / minibuses in accordance with ‘Selecting a Coach Operator’, ‘Purchase and Operation of Passenger Vehicles’ and Transport Code of Practice</li> </ul>		
Car Park and Road Traffic Issues		<ul style="list-style-type: none"> <li>Hazards known and addressed in pre-planning, including allocation of staff management and briefing of students</li> </ul>		
Individuals lost or separated		<ul style="list-style-type: none"> <li>Work in defined groups at all times</li> <li>Defined working areas</li> <li>Designated meeting points</li> </ul>		
Incident / Emergency - no staff present		<ul style="list-style-type: none"> <li>System of emergency contact in place</li> <li>Staffing allocation takes account of medical and behavioural conditions</li> </ul>		
Confrontation with members of public		<ul style="list-style-type: none"> <li>Appropriate briefing of staff on expected behaviour</li> <li>Appropriate briefing to students on required behaviour / Code of Conduct</li> </ul>		
Weather extremes		<ul style="list-style-type: none"> <li>Protective clothing etc. according to time of year and weather forecast</li> </ul>		

REVIEWS:		
DATE OF REVIEW:	REVIEWED BY:	COMMENTS:
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