



THE NATIONAL TRUST  
REGION – SITE RISK ASSESSMENT

<b>PROPERTY</b>	North Lakes	<b>LOCATION</b>	Wordsworth House and Garden	<b>REF NO.</b>	
<b>DEPARTMENT</b>	Historical House	<b>HEAD OF DEPT.</b>	Zoe Gilbert, Visitor Experience Manager	<b>DATE</b>	07/03/2018
<b>ACTIVITY</b>	All school activities at Wordsworth House				
<b>Relevant Model or Site Risk Assessments</b>	School visits				

Nature of hazard	Worst outcome	Groups at risk	Current precautions	Estimation of risk	Further precautions
Trips, slips and falls	Injury leading to >3 days off	Visitors	<p>Staff will draw attention to uneven floors and stairs. Children asked to move round house and garden at walking pace, and to use banisters, where available, for support.</p> <p>Cellar: Worst areas of uneven floor filled in. Sign warning of uneven floors/steps at eye level directly ahead on entry.</p> <p>When wet outside, staff issue warning of flagstones as slip hazard, asking people to take extra care. Flagstones are scrubbed when needed to remove plant matter and reduce risk of slipping.</p>	<p>Severity of hazard: moderate Likelihood of event: possible Adequacy of controls : good</p>	
Struck against fixed object/obstruction	Minor injury	Visitors	Cellar: Sign warning of low ceilings at eye level directly ahead. End of protruding gas pipe securely padded with bubble wrap and hessian.	<p>Severity of hazard: moderate Likelihood of event: possible Adequacy of controls : good</p>	
Animal/insect bites or stings	Minor injury (Fatality if any children suffering allergies)	Visitors	Staff issue verbal warnings to children not to touch anything in the garden unless invited to do so and to be careful of insects. Children supervised by school staff while in garden.	<p>Severity of hazard: moderate Likelihood of event: possible Adequacy of controls: good</p>	Teachers to be fully equipped if children are allergic to stings.
Contact with hot surfaces	Minor injury	Visitors	Bellows held by a member of staff when being used by children. Bellows located far enough from fire that expelled air will not affect the level of combustion. Staff	<p>Severity of hazard: moderate Likelihood of event: remote Adequacy of controls: good</p>	

			<p>offer verbal warnings and teachers must supervise children closely in kitchen.</p> <p>Rush light positioned on stable, flat surface using correct holder. Children at a safe distance from flame, which is supervised at all times. Sand and water available in the event of uncontrolled burning. Fat for rush lights used in designated area of stew hearth top. Children stand well away from stew hearth while grisset pan in use. Cold running water available in kitchen and staff trained in first aid on site.</p>		
Contact with hazardous substances	Minor injury	Visitors	<p>Staff point out location of aconite in rear garden to teachers. Children supervised by teachers while in garden.</p> <p>All foods have potential to cause allergic reactions. Vegetable matter such as garden flowers not ordinarily associated with allergic reactions. In the case of a reaction, would most likely be mild.</p>	<p>Severity of hazard: moderate Likelihood of event: remote Adequacy of controls: good</p>	
Fall from height	Serious ill health	Visitors	<p>Children advised on safest way to mount stool in back office. Teacher to steady while children get on and off. Verbal warnings issued about falling off kitchen benches.</p>	<p>Severity of hazard: moderate Likelihood of event: possible Adequacy of controls: good</p>	
Struck by moving or flying objects	Minor injury	Visitors	<p>Lid of desk in back office not lifted while children present, as trapping hazard. Children supervised while in back office.</p> <p>Skittles: Children to stand back when playing skittles. Hay sack placed behind skittles so ball does not bounce back. Skittles and balls left against courtyard wall away from thoroughfares when not in use. Children to remain behind a marked line during the game. Skittles reset by an adult.</p> <p>Costumed staff striking flint: Staff wear eye protection. Steel not struck on unstable flint edges, where flaking is</p>	<p>Severity of hazard: moderate Likelihood of event: possible Adequacy of controls: good</p>	

			more likely. Flint struck at safe distance from children.  Hand pump: Correct use demonstrated by staff. Staff check each child holds handle correctly to prevent trapping.		
Contact with hand tools	Minor injury	Visitors	Cutters with blunt edges used during demonstrations and activities. Staff describe safe use and supervise children while handling.  Craft activities: Only safety scissors used on site, and under parental or teacher supervision.	Severity of hazard: moderate Likelihood of event: remote Adequacy of controls: good	
Pathogenic micro-organisms	Injury leading to >3 days off	Visitors	All food samples prepared according to current food hygiene standards. Cooks trained in food hygiene, and samples prepared in modern kitchen.	Severity of hazard: moderate Likelihood of event: possible Adequacy of controls: good	
Pathogenic micro-organisms	Fatality	Visitors	Member of teaching staff to inform visit co-ordinator if any children are known to have a nut allergy. Any child with an allergy to refrain from tasting biscuits or other food samples.	Severity of hazard: high Likelihood of event: remote Adequacy of controls: good	
Fire	Fatality	Visitors	Well maintained fire alarm system with smoke detectors. Fire evacuation plan in place and all staff made aware of their roles in this.	Severity of hazard: extreme Likelihood of event: remote Adequacy of controls : good	

<b>Assessment carried out by</b>	Alex Morgan	<b>Date of previous assessment</b>	14/02/2017
<b>Job title</b>	Interpretation and Communications Manager	<b>Date of this assessment</b>	07/03/2018
<b>Signed</b>	<i>Alex Morgan</i>	<b>Next assessment before</b>	Reopening March 2019