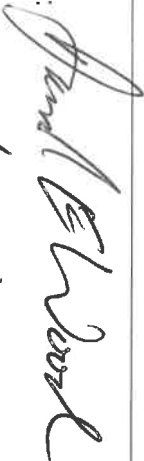



# Risk Assessment

<p><b>Cathedral School Visits</b></p>	<p><b>Key Date: Term time</b></p>	<p><b>Venue:</b> Peterborough Cathedral</p> <p><b>Area:</b> Cathedral, VLC, Knight's Chamber</p>
<p>Risk Assessment undertaken by: Judith Horspole Acting Schools and Families Officer</p>	<p>Event Manager &amp; Contact Number: Judith Horspole (01733) 355307</p>	<p>Distribution</p> <ul style="list-style-type: none"> <li>• SFV Team</li> <li>• Vergers Team</li> <li>• VLC Manager</li> </ul>
<p>Signed:  Date: 17/12/2018</p>	<p>Signed:  Date: 17/12/2018</p>	

Scope of Risk Assessment:

This assessment covers a generic school visit

Visitor Profile:

- Age range – All (primary school aged children)
- Alcohol consumption high/moderate/low – low
- Likelihood of some drug use – low – some history in past in precincts in quiet corners but high footfall will probably make it unlikely
- Average attendance – 60 schoolchildren, 4 staff/teachers

**The safety and well-being of young people whilst on a school visit ultimately remains the responsibility of the school staff. This risk-assessment should be added to the school's own risk assessment of the trip.**

Hazards	Consequences	Who is at Risk	P S R					Controls	P S R					Actn Lvl
			P	S	R	P	S		R	P	S	R		
Abducted or a lost child	Child distressed Safeguarding issues	Children	2	4	8	Lost children point at the Cathedral greeting desk Vigilant stewarding by teaching staff throughout the visit No child to be left unaccompanied at any time. Staff and Volunteers to follow Lost and found Children Policy	1	4	4	4	L			
Access to public toilets	Safeguarding issues	Students, staff	2	3	6	Limited access to toilets where members of the public may resort. Children to be accompanied by teaching staff	1	3	3	L				
Private but vehicle accessible road	RTA	Students, staff	2	4	8	Children to be accompanied by teaching staff Cathedral staff and volunteers to assist children crossing roads and cross safely	1	4	4	L				

Probability (P)	Severity (S)	Calculation of Risk (R)															Action Level
5 >Almost inevitable	5 Multi death or very serious injury	Prob	5	5 M	10 H	15 H	20 H	25 H							Low – no action required  MED justify/review on a regular basis throughout the event  HIGH – immediate action/further controls needed		
4 Very likely	4 Single death or very serious injury	4	4 L	8 H	12 H	16 H	20 H										
3 Likely	3 Serious injury	3	3 L	6 M	9 H	12 H	15 H										
2 Unlikely	2 Serious injury	2	2 L	4 L	6 M	8 H	10 H										
1 <Very unlikely	1 RIDDOR 3 day 2 Minor/First Aid	1	1 L	2 L	3 L	4 L	5 M										
			1	2	3	4	5										



**The safety and well-being of young people whilst on a school visit ultimately remains the responsibility of the school staff. This risk-assessment should be added to the school's own risk assessment of the trip.**

Cathedral Clutter	Trips, slips, falls	Children and adults	2	2	4	Cathedral staff to walk the Cathedral floor before a visit and where necessary make areas safe and brief volunteers of any areas that are out of bounds	1	2	2	L
Plug sockets Cathedral	Electrocution	Children and adults	2	4	8	Staff and volunteers to supervise children at all times	1	4	4	L
First-Aid	Any injury or illness exacerbated by first aid not being available	Students, staff	2	4	8	Verger's and some staff are first aid qualified. At least one member of staff available should anyone be taken ill in service. Use of emergency services if necessary. Radio contact	1	4	4	L
Major incidents	Fire/Bomb threat	Public, staff, visitors	2	5	10	Evacuation of the Cathedral as per main procedures and emergency plans	1	5	5	M
Stairs/steps	Trips, slips, falls	Children/staff	2	2	4	Children asked to walk Supervised by staff and volunteers	1	2	2	L
Low lighting	Trips, slips, falls	Children/staff	2	2	4	Children asked to walk Supervised by staff and volunteers	1	2	2	L
Key Code Entry Doors	Trapped in landing area	Children/adults	4	1	4	Children must be supervised in landing area at all times Give code to the teacher Have landing door open when children are using the area	2	1	2	L

Probability (P)	Severity (S)	Calculation of Risk (R)					Action Level		
5 >Almost inevitable	5 Multi death or very serious injury	Prob	5	5 M	10 H	15 H	20 H	25 H	Low -- no action required
4 Very likely	4 Single death or very serious injury		4	4 L	8 H	12 H	16 H	20 H	
3 Likely	3 serious injury		3	3 L	6 M	9 H	12 H	15 H	
2 Unlikely	2 Serious injury		2	2 L	4 L	6 M	8 H	10 H	
1 <Very unlikely	1 RIDDOR 3 day 2 Minor/First Aid		1	1 L	2 L	3 L	4 L	5 M	
			1	1	2	3	4	5	HIGH -- immediate action/further controls needed



Risks to be monitored at regular intervals as follows: (these will normally be those rated Medium after controls are in place

Hazard	Monitored by	Frequency

Notes: