

Guidelines to Risk Assessment

Education Visits			Date: Autumn 2021	
Location: St Mary's Church, Lydiard Tregoze			Assessment by: Learning and Engagement Provider for the St Mary's Conservation Project	
Potential Hazard	Who is at risk?	Risk of injury	Control Measures	Risk after controls
Injury from equipment/ artefacts	Children	LOW	<ul style="list-style-type: none"> <li>Requirement of a visit that children are to be under adult supervision at all times by the school whether facilitated or self-guided visit</li> <li>Where used, equipment and materials have been selected specially for KS1/KS2/KS3 age children e.g. nontoxic glue and school safety scissors. All other equipment is safe</li> <li>Clear briefings on equipment usage given</li> <li>Artefacts checked for safety</li> </ul>	V. LOW
Safeguarding - the church is a public space, open to all.	Children	MED	<ul style="list-style-type: none"> <li>Children will be continually supervised by their school staff</li> <li>Photo consent form used to record gain consent on images taken by the church</li> <li>Volunteers/stewards briefed in being vigilant when visitors in the space</li> <li>Church personnel received safeguarding briefing/training</li> </ul>	LOW
Covid 19	All	MED	<p>In line with the church's main risk assessment:</p> <ul style="list-style-type: none"> <li>Hand sanitisation opportunities provided and at activities/points where touch is likely</li> <li>Control of school numbers and of additional numbers into the church building by volunteer stewards during a school visit</li> <li>Lead and helpers of activity sessions to handle and monitor use of main equipment and wipe surfaces down between usages/sittings</li> <li>Maintain social distancing and use of masks as/where appropriate</li> <li>Air flow maintained through building</li> </ul>	LOW
Church - trips on uneven floor/ external path	All	LOW	<ul style="list-style-type: none"> <li>Leader checks site and routes beforehand</li> <li>Hazards are signposted/covered and schools made aware</li> </ul>	V.LOW
Lit/lighting candles	All	MED	<ul style="list-style-type: none"> <li>Make groups aware on arrival of presence of candles</li> <li>Adult supervision required for children near candles/lighting candles</li> </ul>	LOW