



Hazard	Resultant effect	L	M	H	Control measures / Action taken	Initial	Date
Walk up gravel path to Museum	Risk of trip/fall on gravel	✓			Take care when walking up the drive.	AS	22/07/21
Moving vehicles on car park	Injury	✓			Walk in pairs, no running, teacher or helper to lead, supervise children at all times	AS	
Steps into the museum	Risk of trip/fall on steps/gravel	✓			Be aware of steps as a trip hazard	AS	
Uneven floor	Risk of trip, fall	✓			Don't run	AS	
					<b>Do not allow children to tamper with FIRE extinguishers in this building</b>		
Outside tours Risk of moving vehicles	Collision with vehicles	✓			Cordon off visitor areas of movement Restrict parking Ensure verbal warning given Treat slippery surfaces Jetwash	AS	

Hazard	Resultant effect	L	M	H	Control measures / Action taken	Initial	Date
<b>Porch</b> - Heavy door Glass fronted door Tools and metal equipment, sharp hooks	Could trap arms, legs, head Risk of falling into glass Some at head height risk of head injury. Risk of falling into, onto or object falling.	✓ ✓ ✓			Ensure door is propped or held open sufficiently while group enter safely  Do not allow running  Tools secured to wall. Be aware of objects at head height. Do not touch.	AS	22/07/21
<b><i>The Parlour</i></b>							
Uneven floor Low light levels  Pottery objects on table  Table and chairs  Glass fronted cabinets  Television, electrical sockets	Trip/fall hazard  Potential broken ceramics if objects are moved/dropped. Risk of cut/abrasion  Running into corners of table/chairs. Knocking over chairs, risk of injury  Risk of running into sharp edges/head injury  Possibility of electrical shock	✓  ✓  ✓  ✓		✓	Be aware  Do not touch or move objects on table or floors  Do not allow running Be aware  Do not allow running Be aware  Keep away from electrical sockets and equipment. Plug sockets are not covered Be aware	AS	22/07/21

Hazard	Resultant effect	L	M	H	Control measures / Action taken	Initial	Date
Step into room	Trip/fall hazard	✓			White painted line on steps Be aware		
Cupboard that can be opened that contains glassware	Broken glass, cuts possibility of trapping hands in door	✓			Glass stored at rear of cupboard. Not accessible. Do not allow cupboard to be opened		
<b><i>The Tudor Parlour Closet</i></b>							
Uneven floors Low lighting	Fall/trip hazard	✓			Be aware	AS	22/07/21
Open doorways in wall	Possibility of falling/tripping into next room		✓		Be aware of doorways, steps and tripping hazards		
Loose objects on table including glass and sharp tools/edges.	Possible cuts/abrasions from broken glass and ceramics. Objects falling or being handled inappropriately		✓		Keep children supervised; do not allow them to handle objects.		
Milk churn and other equipment/tools including sharp edges on floor level	Trip or fall into, risk of head injury	✓			Do not allow running		
<b><i>The Houseplace</i></b>							

Hazard	Resultant effect	L	M	H	Control measures / Action taken	Initial	Date
Uneven floor Low lighting	Fall/trip hazard	✓			Be aware	AS	07/08/21
Fireplace, metal objects	Risk of injury from falling onto or into sharp/ hard objects. Risk of injury from falling object	✓			Be aware of sharp objects and those at head height. Objects are securely fastened so not to fall		
Table corners at reception	Risk of head/body injury	✓			Do not allow running		
Fire hydrants x 2	Risk of falling	✓			Do not allow children to tamper with hydrants. <i>Hydrant to be fixed to wall (Sept 16)</i>		
Electrical sockets behind desk	Risk of electric shock	✓			Reception manned by volunteers, do not allow children behind desk		
Souvenir/ gift stands	Small choke hazards, possible falling objects	✓			Do not allow children under 5 years of age to touch or play with gifts/souvenirs		
Table with Bakewell pudding story	Possibility of injury from falling mannequin and objects on table, broken ceramics etc	✓			Do not pick up or move objects, mannequin is secured but do not touch		
<b><i>The Victorian Kitchen</i></b>							

Hazard	Resultant effect	L	M	H	Control measures / Action taken	Initial	Date
Uneven floor Low lighting	Fall/trip hazard	✓			Be aware	AS	07/08/21
Fireplace/stove with heavy irons, pans and cooking equipment	Falling into fireplace/stove Heavy objects falling, risk of injury	✓			Do not allow running Be aware, do not allow children to touch/move objects		
Table with mincers attached on the end	Risk of finger cuts, laceration or injury caused by running into mincers or table edges	✓			Do not allow running Be aware Do not allow children to touch mincers. Handles are tied together to prevent movement		
Glass washboard and glass bottles on windowsill	Possibility of broken glass, cuts/lacerations	✓			Do not allow children to handle glass objects		
Ceramics under cabinets	Falling objects, broken ceramics Cuts/lacerations	✓			Wooden bar in place to prevent falling ceramics Do not allow children to handle ceramics		
Cupboard by door containing objects	Risk of trip from step into cupboard, trapping fingers in door. Becoming trapped inside	✓			Keep away from steps and cupboard door Be aware		
<b>The Cellar</b>							

Hazard	Resultant effect	L	M	H	Control measures / Action taken	Initial	Date
Uneven floor Low lighting	Trip/fall hazard	✓			Be aware	AS	07/08/21
Low doorway and ceiling	Risk of head injury	✓			Be aware of ceiling height and confined space. Do not allow room to become too crowded		
Ceramics on shelf	Risk of falling ceramics or head injuries on corners of shelves	✓			Be aware of shelves and confined space. Barrier in place to prevent falling ceramics.		
Dolly tubs, mangle and laundry equipment	Risk of injury from handling equipment. Trapping fingers in mangle	✓			Do not allow children to handle laundry equipment outside of supervised sessions. The mangle handle is disabled.		
Garderobe waste chute	Risk of crawling into and becoming stuck inside/ banging head on stone	✓			Do not allow children to crawl into chute		
<i>The Garderobe Chamber 1040s room</i>							
Uneven floor Low lighting	Trip/fall hazard	✓			Be aware	AS	07/08/21

Hazard	Resultant effect	L	M	H	Control measures / Action taken	Initial	Date
Plug sockets	Risk of electrical shock	✓			Do not touch sockets or electrical equipment. Plug sockets are not covered Be aware		
Uneven/narrow staircase	Risk of slip/trip/fall		✓		Visitors are advised to use main staircase and take caution if you use the Arkwright staircase		
Dress makers dummies	Could fall on top of child	✓			They are stabilised but be aware		
Glass cabinets	Risk of head injury sharp corners	✓			Do not allow running Be aware		
High step into the next room	Trip fall hazard	✓			Be aware. Warning notice		
<i>The Tudor Central Bedchamber</i>							
Uneven floor Low lighting	Trip/fall hazard	✓			Be aware		07/08/21
Dehumidifier, electrical sockets	Risk of electrical shock	✓			Do not touch sockets or electrical equipment/dehumidifier. Plug sockets are not covered Be aware		
Glass exhibition cabinets,	Risk of head injury	✓			Do not allow running		



Hazard	Resultant effect	L	M	H	Control measures / Action taken	Initial	Date
sharp corners Sewing Machines	Risk of injury	✓			Be aware Do not allow children to touch sewing machines		
<i>Porch Chamber</i>							
Uneven floor Low lighting	Trip/fall hazard	✓			Be aware	AS	07/08/21
Glass cabinets/sharp edges	Risk of running into sharp edges/head injury	✓			Do not allow running Be aware		
Wooden benches	May tip over				Adult supervision		
<i>Small Bedchamber</i>							
Uneven floor Low lighting	Trip/fall hazard	✓			Be aware	AS	07/08/21
Low doorway	Risk of head injury	✓			Be aware		
Glass cabinets at low level	Risk of running into edges head injury	✓			Do not allow running Be aware		
Hoops, pram and other							

Hazard	Resultant effect	L	M	H	Control measures / Action taken	Initial	Date
objects on display which are not in cabinets	Falls/trips into/onto may cause injury, trips		✓		Do not allow running, be aware and do not touch objects – hoops are wired together and pram is fastened down		
Desk corners	Risk of head injury	✓			Do not allow running		
Dehumidifier, electrical sockets	Risk of electrical shock	✓			Do not touch sockets or electrical equipment/dehumidifier. Plug sockets are not covered Be aware		
<i>Solar</i>							

Hazard	Resultant effect	L	M	H	Control measures / Action taken	Initial	Date
Uneven floor Low lighting	Trip/fall hazard	✓			Be aware	AS	07/08/21
Electrical sockets	Risk of electrical shock				Do not touch sockets or electrical equipment/dehumidifier. Plug sockets are not covered Be aware		
Wooden / wickers chests	Lids can be opened, risk of children climbing inside or trapping fingers	✓			Do not allow children to open the chest lid or to climb inside		

Hazard	Resultant effect	L	M	H	Control measures / Action taken	Initial	Date
<i>Gallery &amp; Outside</i>							
Uneven flooring and steps	Risk of trip or fall	✓			Be aware	AS	07/08/21
Tools and equipment, metal objects and industrial items	Risk of fall onto/into objects Sharp objects		✓		Do not allow running, and also limit number of children allowed in the gallery at one time.		
Limited space in gallery	Overcrowding increases risk of above		✓				
Steps at rear of the building	Steep steps at the rear of the building, could be slippery if wet and are uneven – risk of trip/fall		✓				
Outhouse at rear of building and area behind the house	Risk of fall or trip at rear of house and outhouse		✓		Be aware and supervise children at all times when at the rear of the building, climbing, steps and looking at the back of the house or outhouse – this area is cordoned off but caution should be used at all times.	AS	07/08/21
Toys and games No food to be consumed on the premises. Please wash hands after play.	Risk of trip or fall				Supervise children.		
<i>Latex intolerance</i>	Sever allergy No balloons are used on the premises. Children are not asked to wear latex gloves.					AS	07/08/21

Hazard	Resultant effect	L	M	H	Control measures / Action taken	Initial	Date
OFFICE  Computer equipment and electrical equipment, desks, chairs and office equipment.	Risk of overcrowding in office area and potential of trip and fall into desks and office area	✓			Children will only be permitted in Office area if they are engaging in Victorian Laundry activities as this area is used for a changing area. Children will be supervised at all times by museum staff when using this area, but should also be supervised by school/group teachers/supervisors.	AS	07/08/21
TOWN WALKS  Pupils becoming separated from party  Interface with traffic          Interface with public	Loss of pupil (s)  Road traffic accident leading to injury       Theft/assault	✓		✓	Teachers/ parents/carers informed of activity and advised of risks  Meet in a safe area. Lead small groups of 8-10 per guide. Min No of Adult to pupil ratio. Appropriate location for road crossing. Zebra cross or traffic lights. Group leader/teacher to take action if pupil acting in a way that endangers themselves or others  Pupils carry min amount of valuables. Mobile phones NOT to be used.	AS	07/08/21

Hazard	Resultant effect	L	M	H	Control measures / Action taken	Initial	Date
TOWN WALKS cont							
Adverse weather Heat / cold / rain / snow / ice / storms	Dehydration Cold/ Wet/ Sunstroke.  <i>Medium risk</i>				Suitable clothing is to be worn inc sunscreen and sunhats where necessary. Group leader to prevent activity if bad weather is expected.		
Walking on uneven ground	Slips, trips leading to breaks, fractures, cuts, bruises  <i>Medium risk</i>				Suitable footwear to be worn.		
Presence of water or watercourses	Drowning from falling into water  <i>Medium risk</i>				Adults to be extra vigilant when group is required to walk near water edges.		

Please note it that this risk assessment is designed as a guide for teachers/supervisors planning a school/group visit, when filling in their own risk assessment. Other hazards outside of the museum property which may be posed by a visit (i.e. Travelling to and from the museum) have not been taken into account, and are not the responsibility of Bakewell Museum.