

Possible Risks and Hazards

We carry out risk assessments on all our learning spaces and the activities which take place in them. This document is designed to support you to create your own risk assessment for your trip; it is by no means an exhaustive list. We recommend that you take advantage of your Teacher Planning Pass (contained in your confirmation email) to plan and assess your visit for your group.

Hazards	Controls ¹
Slips, trips and falls whilst walking over uneven surfaces within the Tower and grounds, e.g. cobbles and flagstones.	Adequate supervision of group by responsible adults. Wear sensible shoes. Walk at reasonable pace. Avoid running on historic surfaces.
Slips, trips and falls whilst walking up or down steps which may be smooth, uneven, unevenly spaced or visually difficult to see.	Adequate supervision of group by responsible adults. Hazard warning signs in place. Provision of edge protection where appropriate.
Hitting head on low structures, e.g. archways.	Adequate supervision of group by responsible adults. Soft protective coverings where required.
Trapping fingers in doors, e.g. toilet cubicle door, entry and exit to apartments.	Adequate supervision of group by responsible adults.
Falls from height, for example by stretching over walls on the battlements.	Adequate supervision of group by responsible adults.
Contact with work equipment	Adequate supervision of group by responsible adults. Keys not left in mobile equipment. Tools not left unattended. Unauthorised areas locked shut and well signposted.
Burns from touching hot surfaces, for example light bulbs, candles in the Chapel Royal St Peter Ad Vincula.	Adequate supervision of group by responsible adults. Guards provided where necessary. Warders present to oversee activity.
Health issues from dog and ravens/ birds' faeces around the grounds.	Adequate supervision of group by responsible adults. Washroom facilities provided. Wash hands prior to eating.
Health issues due to hygiene.	Adequate supervision of group by responsible adults. Washroom facilities provided. Wash hands after activities and prior to eating advised in information pack.
Collision with motor vehicles and cyclists on Tower Hill and the Wharf.	Introductory talk at the start of activity. Adequate supervision of group by responsible adults. Speed limits in place. Trained Staff present to maintain speed limit.
Injuries from participation in planned education activities.	Risk assessment of activity carried out by HRP staff. Introductory talk at the start of any presenter led activity.

¹ We expect teachers to administer care / First Aid in the first instance, but qualified First Aiders and procedures are in place if necessary.

COVID-19 : School Group Specific Risks & Hazards

For general information on visiting safely at this time including risk assessments please visit the following webpage: <https://www.hrp.org.uk/keeping-you-safe-on-your-visit/#gs.nqg1nf>

<p>Social distancing between groups and other visitors / staff</p>	<p>School bubbles booked into timed entry slots with reduced capacity to allow for social distancing.</p> <p>Other visitors booked into timed entry slots with reduced capacity to allow for social distancing.</p> <p>Groups asked to move around the site in supervised groups of 10 students or less.</p> <p>Groups asked to maintain appropriate distance from other visitors and staff. Staff instructed to practise physical distancing wherever possible.</p> <p>Adaptions made to visitor route to enable social distancing onsite.</p>
<p>Hygiene</p>	<p>Handwash available in toilets.</p> <p>Hand sanitiser available at reception areas and strategic points across the site.</p> <p>Welcome centre touchpoints cleaned frequently throughout the day.</p> <p>Dedicated school lunchrooms will be cleaned between school bubbles.</p>
<p>Face coverings</p>	<p>All visitors from age 11+ are required to wear face coverings in our indoor spaces, unless exempt.</p> <p>HRP staff will wear masks and PPE, in line with government guidelines.</p>
<p>School sessions</p>	<p>Sessions designed to allow distancing from other visitors.</p> <p>All props/touchpoints used in sessions cleaned between groups.</p> <p>Social distancing maintained between school visitors and session presenters.</p> <p>Groups encouraged to wash their hands before and after sessions.</p>