



SCHOOL VISIT GUIDANCE – SHROUDS OF THE SOMME QUEEN ELIZABETH OLYMPIC PARK, LONDON

The Display

The display complies with all UK Health & Safety & Fire Safety legislation and has been designed to ensure that it is safe for schools and other visitors. Risk assessments have been carried out for the display and the installation space is continually checked to identify if any new hazards or unsafe conditions have developed when open to the general public.

- Potential trip hazards in the display have been identified and excluded from pedestrian routes
- All electrical equipment is maintained, serviced and checked
- Construction materials and paint finishes are fire retardant and safe for visitor contact

Supervision

As at school, Teachers and other accompanying adults are responsible for the general health and safety and supervision of their students during their visit to the Shrouds of the Somme. Teachers and accompanying adults should remain with groups at all times for the health and safety of children, and to accompany them in case of an evacuation.

Fire & Evacuation

We have fully tested evacuation procedures in place in case of fire or other emergencies. If an evacuation is required, your party will be directed out of the installation space to a nearby assembly point. Please follow the directions of our staff.

First Aid

We have trained first aiders on site, please ask a member of staff for assistance if you require help.

Risk Assessment

It is the responsibility of visiting schools to carry out a risk assessment for their visit to the display.

Your own educational visits co-ordinator (if appointed) should be able to provide you with any risk assessment documents required by your school policy.

Formal risk assessment is a way of structuring and recording the hazards you have identified and the judgements you make to satisfy yourself that the risk to those likely to be harmed is justified and adequately controlled. It is, therefore, vital to follow a clear risk assessment process.

Consider the following points:

- What are the activities?
- What could potentially cause harm?
- Who could be affected?
- What is the likelihood and severity of the harm?
- Are suitable arrangements in place to deal with emergencies?
- Should anything else be done and by whom?

If you don't have your own template, please feel free to use the attached risk assessment form.

