



## Schools visit Risk Assessment

The Museum's public galleries have been designed and are maintained as safe spaces for the public. Activities for schools are designed with full consideration of risks, and the Museum completes risk assessments for all new work and activities.

Please note:

- Our facilities will be cleaned throughout the day by staff.
- Any materials to be handled as part of programmed activities (such as in the hands-on centres) have been risk-assessed. Staff leading the activities will advise those taking part of any precautions and will ensure that participants' behaviour is safe.
- Potential trip hazards in the Museum building will be identified and excluded from the participants' routes.
- All electrical equipment is regularly checked. Visitors are protected from electrical shock.
- Construction materials and any paint finishes used in the Museum are fire-retardant and safe for visitor contact.
- The building is divided into fire compartments by fire doors. It is fitted with smoke and heat alarm systems that will alert staff of the need for evacuation. Fire exits are clearly marked, and well-rehearsed evacuation procedures ensure that visitors can safely and quickly exit the premises.
- As at school, teachers and other accompanying adults are responsible for the general health and safety of children. Teachers and accompanying adults should always remain with groups for the health and safety of children, and to accompany them in case of an evacuation.
- The correct assembly sites after an evacuation cannot be accurately predicted for every group, as this depends on the location of the hazard and the group within the Museum. Group leaders are requested to brief every adult with an assembly location and evacuation route.
- The uniformed staff in our Front of House team can be called on in the case of an incident requiring first aid.
- The Front of House team is the first point of call (via either information desk) for lost children. They will make an announcement to reunite children with their accompanying adults.

For more information on risk assessments relating to group visits, or to make a comment about this document, please contact the Learning Engagement Managers at [learningengagementmanagers@nhm.ac.uk](mailto:learningengagementmanagers@nhm.ac.uk).