

Risk Assessment Form

Reference No. OCP3

Attraction: Oxford Castle and Prison
Assessor: Adam Makinson
Hazard Title: Education Workshop & Tour

Date of Assessment: September 2024
Department: All
Risk Rating: 4

Outline of Hazard/Task:					
Perform educational workshops to school groups along with a guided tour					
Which persons are at risk?	Hazard Severity:			Risk Rating:	
	1 2 3			1 2 3 4 6 9	
	Likelihood of Occurrence:			Level of risk: (Circle level)	
	1 2 3			Low (1-2)	
				Medium (3-4)	
				High (6-9)	
Present Controls:					
<ul style="list-style-type: none"> Health and safety briefing given at the beginning of each workshop. Guidance and safety briefing given before the use of the mangle. School groups must be on a tour with a tour guide. Group welcomed in Castleyard by Workshop Leader. Hand washing facilities in the toilets and in the Key Learning Centre Group taken from the Key Learning Centre to the Attraction by Tour Guide and returned to the Key Learning Centre afterwards to minimise contact with the public. Mound inspected by the team in the morning. Mound closed if path is too slippery. School staff supervise toilet breaks and lunch time. Guests are warned to mind their heads as they enter St George's Tower. Guests are warned about the stairs and how many there are in St George's Tower Guests have the option to remain at the bottom should they not want to climb the stairs. Tour Guides radio to ensure St George's Tower is clear before ascending or descending the tower. Tour guides warn of uneven floor in the crypt. Team trained on the different workshops. 					
Additional Controls Required:					
(Eliminate, repair, reduce risk, provide signage, training, safe system of work, engineering control, limit exposure, housekeeping, provide PPE).					
Annual Review Date:	2024	2025	2026	2027	2028
Signature:					

General Manager's signature.....