



Hill of The O'Neill & Ranfurly House

Heritage Education Programme

General Hazard Identification



This is a guideline, designed to aid visiting teachers in completing their own risk assessment forms. It is NOT intended to be a replacement for a teacher-conducted risk assessment. Hill of The O'Neill & Ranfurly House Arts & Visitor Centre / Mid Ulster District Council accepts no liability if this is used as such.

Area	Hazards Present	Risk Score H/M/L	Detail	Control Measures
Inside Ranfurly House Arts & Visitor Centre	1 Slip, trip or fall	L	Risk of injury: Staircases	<ul style="list-style-type: none"> Group always under adult supervision. School staff responsible for administering first aid and providing enough helpers for supervision.
	2 Damage to displays	L	Financial risk to Centre	Group always under adult supervision and instructed by Centre staff about supervision guidelines (see School Visit Guidelines) in the Centre.
	3 Interaction with general public in Ranfurly House	L	Aggressive/dangerous behaviour from schools/public	<ul style="list-style-type: none"> Group always under adult supervision School aware of supervision guidelines (see School Visit Guidelines). MUDC Child Protection Policy in place.
Café area	4 Peanuts	L	Risk of allergic reaction	<ul style="list-style-type: none"> School staff member has epi-pen to use in case of allergic reaction by pupil..
Supervised activity in room in Centre	5 Slip, trip or fall.	L	Risk of injury: Chairs which can topple if sat on incorrectly by pupils.	Group always under adult supervision and instructed by Centre staff about supervision guidelines (see School Visit Guidelines) in the Centre.
(Exterior) Hill of The O'Neill Park/Events' Space/Viewing Tower	6 Slip, trip or fall.	L	Risk of injury: <ul style="list-style-type: none"> Paving slabs, cobbles and grass can become slippery when wet or icy. Staircases 	<ul style="list-style-type: none"> Grounds/buildings inspected daily by staff. Groups always under adult supervision. Visitors should wear appropriate footwear. Children should not run around the site. School staff responsible for administering first aid and providing enough helpers for supervision.

Area	Hazards Present	Risk Score H/M/L	Detail	Control Measures
Centre Public Toilets/Events' Space (cubicles and disabled)	7 Need for adult assistance	L	Potential abuse of children by adults	Teacher in charge responsible for pupils being escorted to toilets and supervised as necessary. MUDC Child Protection Policy in place. No MUDC members of staff or volunteers work alone with unsupervised children.
	8 Need to lock the door	L	Unable to lock/unlock the door.	Toilet can be opened by staff from the outside if necessary. Emergency alarm installed in disabled toilet.
Centre Lift/Viewing Tower Lift	9 Lift breaking down.	L	Unable to get out of the lift	<ul style="list-style-type: none"> Centre staff trained in emergency evacuation procedures for lift. School staff responsible for providing enough helpers for supervision within the lift

To ensure that your visit to Hill of The O'Neill & Ranfurly House Arts & Visitor Centre runs smoothly, please follow the School Visit Guidelines below:

- Pupils must have adult supervision at all times. Behaviour and discipline of pupils during their visit to The Hill of The O'Neill & Ranfurly House Arts & Visitor Centre remains the responsibility of teachers and adult supervisors. We recommend a ratio of at least 1 adult to 10 pupils.
- Please ensure all accompanying adults understand the aims of the visit and their roles.
- It is important that everyone pays attention to the safety briefing which will be given to the entire group on arrival.
- Pupils must not run at any time, either in the centre or in any area of Hill of The O'Neill Heritage Park.
- In case pupils become separated from the group, we suggest that you select a meeting point when you arrive.
- If there are missing pupils or lost property, please contact the staff at the Reception desk.
- In the event of an emergency, there will be a public announcement. Please follow the instructions.
- When using the Centre shop, we would be grateful if you could split up larger groups to avoid overcrowding.



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