

HEALTH AND SAFETY RISK ASSESSMENT SCHOOL / GROUP VISITS

The leaders of all schools/groups visiting Kents Cavern should read and familiarize themselves with this document.

In line with statutory Health and Safety Legislation, Kents Cavern has carried out a risk assessment for schools /groups visiting the site.

In the tables below we have set out potential hazards and how, with the assistance of leaders, we intend to reduce those risks.

CAR PARK:

Hazard	Control Measures	Risk
Moving Vehicles.	Leaders should supervise their party off bus & into the reception area.	LOW

GENERAL:

Hazard	Control Measures	Risk
Fire.	Site fully alarmed, regularly tested. Staff trained in emergency procedures. Fire Assembly Point clearly signed.	LOW
Slips & Trips.	Daily site safety inspection, recorded. Regular maintenance. Cleaning/spillage/house-keeping procedures.	LOW

CAVE TOUR:

Hazard	Control Measures	Risk
Introductory Briefing.	Safety advice & briefing given to schools/groups, by guide.	
Hitting Head.	Extra illumination & verbal warnings in narrower/lower passages. All incidents reported, leading to any necessary procedural review. First Aid equipment on site.	LOW
Getting Lost.	Tours guided at all times. Group together at all times.	LOW
Feeling Unwell.	Emergency telephone for escort from caves. First aid equipment on site.	LOW
Slips & Trips.	Daily cave safety check, regular maintenance, lit throughout. Added warnings in wet areas/on wet days.	LOW
Serious Accident.	Direct contact to emergency services. First aid equipment on site. Good response times by Emergency Services	LOW
Emergency Evacuation.	K.C. staff trained in evacuation procedure. Time of entry & number in cave recorded.	LOW
Loss of Lighting.	Automatic emergency system. Guide always carries torch	LOW
Rock-fall.	Daily safety check. Annual geological inspection.	LOW
Leaving Cave.	Pupils not to leave without adult accompaniment. Head warning.	LOW

SHOP / CAFE:

Hazard	Control Measures	Risk
Merchandise.	All goods satisfy regulatory safety standards. School/Group leaders asked to supervise children when in retail areas.	LOW

TOILETS:

Hazard	Control Measures	Risk
Slips & Trips.	Cleaned and maintained on a daily basis. School/Group leaders asked to supervise children using facilities. Regular checks by staff.	LOW

WOODLANDS / KIDS ACTIVITIES:

Hazard	Control Measures	Risk
Slips & Trips.	The opening of the Woodland is dictated by weather. Daily site safety inspection, recorded. Regular maintenance. Schools/Groups using the Woodland area do so unsupervised by Kents Cavern staff. School/Group leaders asked to supervise children when in these areas at all time	LOW
Sand in Eyes.	When using the 'dig' boxes, eye protection is available upon request	LOW