

**BROOKLANDS  
MUSEUM**

**Brooklands Museum Trust Limited  
General Hazards Risk Assessment  
Version 2.0**

Activity Name:	School Visits to Brooklands Museum
Date of Activity:	Ongoing
Member of staff carrying out assessment:	Laura Barclay, Learning & Engagement Officer
Date of assessment:	11.05.2021
Assessment review frequency:	Yearly
Assessment review date:	August 2022
Person approving assessment:	Alex Patterson, Heritage & Engagement Director
Date of approval:	11.05.2021

Hazard identified	Affecting who?	Existing control measures	Additional control measures	Risk level	Who will implement controls?
Vehicles Driving around site leading to possible injury	Children Teachers Adult Supervisors	<p>Site vehicles involve buses, cars, vans, bicycles, and motorbikes. There is a site speed limit of 10mph.</p> <p>Brooklands Museum operates a strict monitoring of vehicle access to site.</p> <p>Collection vehicles are maintained to a safe operating standard.</p> <p>Teachers and adult supervisors must accompany and supervise children at all times, especially outdoors.</p>	Teachers and adult supervisors are made aware of risk on arrival by a staff member or volunteer.	Low	<p>Museum Staff</p> <p>Volunteers</p> <p>Teachers</p> <p>Adult supervisors</p>

Hazard identified	Affecting who?	Existing control measures	Additional control measures	Risk level	Who will implement controls?
Members Banking and Test Hill are slippery; Uneven ground, leading to possible trips and injury	Children Teachers Adult Supervisors Museum staff Volunteers	Signage on Member's Banking discourages climbing the banking.  Teachers and adult supervisors are to not allow children to climb the Member's Banking.  Museum staff, volunteers, teachers and adult supervisors must ensure the children do not run and are advised of slippery surfaces and uneven ground.		Low	Teachers Adult Supervisors Museum staff Volunteers

Hazard identified	Affecting who?	Existing control measures	Additional control measures	Risk level	Who will implement controls?
Restoration Areas and vehicle maintenance workshop areas	Children Teachers Adult Supervisors	Restoration areas and vehicle maintenance workshop areas are barred off and display clear signage discouraging entry.  Teachers and adult supervisors must ensure children are kept away from restoration areas and do not cross barriers.		Low	Teachers Adult Supervisors Museum staff Volunteers

Hazard identified	Affecting who?	Existing control measures	Additional control measures	Risk level	Who will implement controls?
Aircraft stairs and low access door on Concorde, leading to possible slips, trips and hitting head on access door	Children Teachers Adult Supervisors	Aircraft stairs can be slippery if wet. Teachers and adult supervisors to remind children to hold onto the railings when ascending or descending stairs to and from aircraft.  Hazard tape covering low access door. Teachers and adult supervisors will be made aware of low access door by Concorde stewards.		Low	Teachers Adult Supervisors Museum staff Volunteers

<b>Hazard identified</b>	<b>Affecting who?</b>	<b>Existing control measures</b>	<b>Additional control measures</b>	<b>Risk level</b>	<b>Who will implement controls?</b>
River Wey access, leading to possible injury	Children	Danger areas will be clearly marked and barred off by physical barriers and fences.  Teachers and adult supervisors must ensure children are kept away from the river and do not cross barriers.		Low	Teachers Adult Supervisors

Hazard identified	Affecting who?	Existing control measures	Additional control measures	Risk level	Who will implement controls?
Steps to Activity Rooms upstairs, leading to possible slips or trips		<p>Children are encouraged by Museum staff, volunteers, teachers and adult supervisors to take their time and hold on to the railing when ascending and descending the stairs.</p> <p>Teachers and adult supervisors are advised to walk in front of the children to ensure they walk down slowly.</p>		Low	<p>Museum staff</p> <p>Volunteers</p> <p>Teachers</p> <p>Adult Supervisors</p>