

SOUTHSIDE HOUSE RISK ASSESSMENT

Name of Organisation.....

Type of Group:.....

Date of Visit:.....

Date of pre-visit.....

Hazard	Risk Level	Control Measures
The Forecourt Site entrance and Gardens		Visitors to be informed of uneven cobbles and pathways Care to be taken in gardens due to uneven paths, unfenced water features and possible slippery ground
Front door steps		Curator or representative to assist if necessary
Health and First Aid		Ensure that children in school parties have correct medication. First Aid Kit available Accident Book to be completed
Toilet facilities		Limited - no disabled facilities. Children to be accompanied by appropriate adult
Fire Procedure		Curator or representative to explain fire alarm procedure. Open fires/candlelit rooms to be supervised
Internal stairs and steps		Curator or representative to point out changes of levels between rooms
Small objects and items		Curator or representative to stress that care must be taken when going through the house. Visitors are only permitted to handle items and objects with permission of and under supervision of curator or representative
Photography		We occasionally photograph visitors taking part in activities for our website or newsletter. No one is named if such images are used. Please let the curator or representative know if such use is not allowed.
Health and safety		We take reasonable precautions for the safety and enjoyment of visitors to Southside House, but the above named organisation is responsible for the good conduct and safety of the visiting group. Southside House and the Pennington Mellor Munthe Trust do not accept responsibility for any injury to visitors or damage to visitors' property however caused.

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