

ROCKINGHAM CASTLE
HAZARD INFORMATION SHEET
ARRIVAL & DEPARTURE

| Hazard | Where Encountered | Effects | Period Of Use Exposure | Current Safety Measures | Potential For Harm Severity | Probability Of Occurrence | Risk | Further action |
|---|--|------------------|---|--|------------------------------------|----------------------------------|-------------|--|
| Estate roads | Outside Towers. | Physical injury. | When embarking/ disembarking from buses/cars. | Children are told of danger and escorted to the archway by teachers. | High | Low | Med | Ensure teachers make children aware of danger and supervise. |
| Cattle grid | On castle drive. | Physical injury. | When entering/leaving castle grounds. | Sign asking for visitors to use gate to the side. | Low | Low | Low | Ask children to use side gate and are supervised by teachers whilst entering castle grounds. |
| Outside steps, including terrace steps | Throughout castle grounds, gardens, woodland walk and entering castle. | Physical injury. | Throughout the visit. | Verbal warning to children of slippery/uneven steps. Hand rails. | Med | Med | Med | Ensure children are warned of slippery/uneven and un-obvious steps. Teachers to supervise. |
| Walls | Throughout the gardens/ grounds. | Physical injury. | Throughout visit. | Children asked not to climb on top of walls. | Med | Med | Low | Teachers to warn & supervise. |
| Hot water | WCs (male and female). | Scalding. | When using the WCs. | Verbal warning by teachers. | Med | Med | Med | Teachers to warn & supervise children. |

Signed: Dated:

ROCKINGHAM CASTLE
HAZARD INFORMATION SHEET
GARDENS & GROUNDS

| Hazard | Where Encountered | Effects | Period Of Use Exposure | Current Safety Measures | Potential For Harm Severity | Probability Of Occurrence | Risk | Further action |
|--------------------------------------|--|-----------------------------------|-------------------------------|--|------------------------------------|----------------------------------|-------------|---|
| Ponds, water features | Wild Garden. | Drowning, exposure to wet/cold. | During walk in Wild Garden. | Children instructed not to go near edge of pond. | High | Med | Med | Teaching staff to be aware. |
| Wild Garden tracks and paths | Wild Garden. | Physical injury. | During walk in Wild Garden. | Children advised by teacher to be careful. | Low | Med | Low | Ensure children are warned of dangers and stick to paths. |
| Formal garden gravel paths | Terrace, Cross & Rose Garden. | Physical injury. | During walk in garden. | Children advised by teacher to be careful. | Low | Low | Low | Teachers to warn & supervise children. |
| Drain inspection grids | Castle Courtyard. | Physical injury. | In Courtyard. | None | Low | Low | Low | Children to be asked not to walk over grid. |
| Garden equipment, machinery | Castle Grounds, Wild Garden, Terrace, Cross & Rose Garden. | Physical injury, mainly to limbs. | During visit. | Castle staff avoid working in the areas mentioned with machinery during school visits. | High | Low | Low | Avoid leaving machinery/tools unattended during school visits. If work is unavoidable, ensure children are supervised at all times. |
| Yew and laurel berries, fungi | Wild Garden. | Poisoning. | During walk in garden. | None | Med | Low | Low | Teachers to supervise & ask children not to eat/touch berries/fungi. |

Signed: Dated:

ROCKINGHAM CASTLE
HAZARD INFORMATION SHEET
CASTLE TOUR

| Hazard | Where Encountered | Effects | Period Of Use Exposure | Current Safety Measures | Potential For Harm Severity | Probability Of Occurrence | Risk | Further action |
|-----------------------------------|--------------------------|------------------|-------------------------------|---|------------------------------------|----------------------------------|-------------|--|
| Electrical Cables | Throughout the Castle. | Physical Injury | | Cables never to left unattended. | Med | Med | Med | No cables in the house during tours. |
| Heaters, Appliances, Tools | Throughout The Castle. | Physical Injury. | During Tour of Castle. | None | Med | Med | Med | Use of appliances, tools and heaters should be avoided during tours. Children supervised at all times. |
| Flagged Floors | Throughout The Castle. | Physical Injury. | During Tour of Castle. | None | Med | Med | Med | Signs should be visible if flags are known to slippery/uneven. Children should be made aware of hazards. Cleaning of flags should be avoided immediately prior to tours. |
| Steps, Staircases, | Throughout. | Physical Injury. | Throughout the Tour. | Signs To warn children of slippery uneven steps. | Med | Med | Med | Ensure children are warned of slippery/uneven and un-obvious steps, thresholds. Banisters to be checked & maintained so that they are safe to use. |
| Carpets, Rugs | Throughout The Castle. | Physical Injury. | Physical injury. | None | Low | Low | Low | Children should be made aware of hazards. |
| Spiral stairs | Salvins Tower. | Physical Injury. | Salvins Tower only. | Hand rail. Sign and limited number on the stairs at any one time. | Med | Med | Med | Children should be made aware of hazards and supervised by teachers. |
| Roof of Salvins Tower | Salvins Tower. | Physical Injury. | At end of tour. | None | High | Low | Low | Children must be supervised by teaching staff. |

Signed: Dated: