

Rushden Transport Museum and Railway Risk Assessment

School Visits

PEOPLE AT RISK: Volunteers, Pupils and Teachers

| Significant Hazards | Adverse Effects | Potential Risk Level | Control Measures | Revised Risk Level |
|--|---|----------------------|--|--------------------|
| Inside the Museum Activities | | | | |
| The museum environment | Personal injury through artefacts falling | Medium | *clear verbal instruction not to run always walk *clear verbal instruction not to touch anything unless invited | Low |
| Moving around the museum | Personal injury through tripping up | Medium | *clear verbal instruction not to run always walk * instruction to look around before moving *adult supervision | Low |
| On the Platform Activities | | | | |
| Moving between the two platform areas | Personal injury from road users | Medium | *Clear instructions to walk and keep away from the edge of the road and look out for pedestrians/buggies/cyclists using the walk through | Low |
| The platform environment- some cobbled areas | Personal injury tripping and falling | Medium | clear instructions to: *hold hand rails * walk never run * take notice of obstacles | Low |
| Loading the train | Personal injury tripping and falling | Medium | * adult supervision – RHTS volunteer to be in charge of the doors *use of block to enter the carriage | Low |
| Box lifting and tying | Personal injury from misuse of artefacts and throwing | Low | *adult supervision and instruction *light, smooth boxes *child safety scissors | Low |
| In the Signal Box | | | | |
| Climbing the stairs | Personal injury of tripping and falling | Medium | * Adult supervision * instruction to go one step at a time *clear verbal instructions regarding behaviour, 'no pushing' | Low |
| Using equipment (levers) | Personal injury from trapping | Medium | * RHTS volunteer to instruct *clear verbal instructions | Low |
| On the Engine Activities | | | | |
| Getting onto the engine | Personal injury falling off the platform | Medium | * RHTS volunteer on the footplate * maximum 3 pupils at a time *clear verbal instructions regarding behaviour | Low |
| Engine demo | Contamination through touching coal/oil | Low | * RHTS volunteer supervision and instruction *Nitrile gloves available on request | Low |

Our three golden health and safety rules explained to everyone on arrival.

Always walk, never run. You could trip and fall, hurt yourself and possibly knock over people or objects.

Keep away from the edge of the platform. It is higher than it looks and the landing is hard.

Only touch things you are told to. Other items may be very heavy and fall or they may be dirty or greasy.