

## **Roman Tours**

### **Dailey School Tours**

### **Risk Assessment 2018**

# Risk Assessment

## Risk Assessment Matrix for Personal Injury

		SEVERITY					
		Multiple Death 10	Single Death 8	Major Injury 6	'3 Day' Injury 4	Minor Injury 2	None 1
LIKELIHOOD	Certain 10	100	80	60	40	20	10
	Very Likely 8	80	64	48	32	16	8
	Probable 4	60	48	36	24	12	6
	Possible 4	40	32	24	16	8	4
	Unlikely 2	20	16	12	8	4	2
	Very Unlikely 1	10	8	6	4	2	1

Notes: The numerical scale used is to allow comparisons of the risk levels only. No literal meaning is implied by the scoring level 'Major Injury' shall be as defined in RIDDOR

## Key to Shading

100	Level of Risk is unacceptable
24	Level of Risk may be tolerable. Seek to reduce level of risk
12	Level of Risk is acceptable

## Definition of Likelihood Classes

Certain	10	Has happened before and is expected to happen on this occasion
Very Likely	8	Has happened before and is very likely to happen on this occasion
Probable	6	Has been known to occur before and is likely to happen on this occasion
Possible	4	Has been known to occur and it may happen on this occasion
Unlikely	2	Has been known to occur before but no reason to suggest that it will happen on this occasion
Very Unlikely	1	Has never happened before and there are no reasons to suggest it will happen on this occasion

### Abbreviations Used in Assessments

**Event Risk Assessment to be used in conjunction with site risk assessment and Operational Plan as provided by CADW.**

This document is to be considered a static risk assessment, and all tour staff should be constantly re-assessing the nature of the tour, weather and traffic flow. Obvious considerations are that traffic flow will be heavier in the mornings and evenings, which will slow down the traffic.

Factors not taken into consideration, but need to be assessed daily:

☐ Weather (inclement or cold weather may force a change from the assigned route. This is to be undertaken as a dynamic risk assessment at the point of beginning a tour.

☐ Road or building works (Some major roadwork's and building works are taking place in Chester. A dynamic risk assessment should be undertaken at the time of the tour).

A map of the standard tour route is included for reference, but this may alter dependent on time, group size and group age.

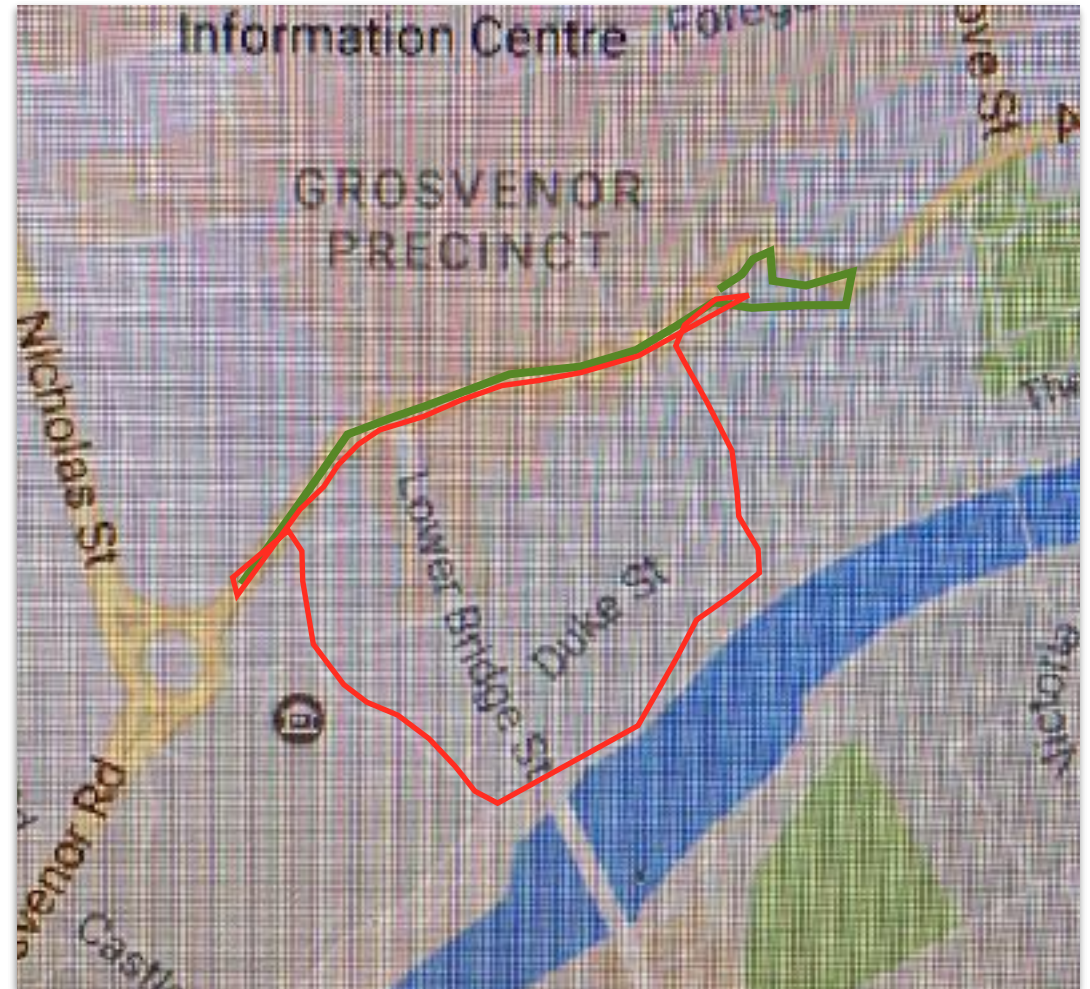
**Route in Red is the “River” route.**

**Route in Green is the Standard “Roman Formations” route.**

- Depart Grosvenor Museum Turn right onto Grosvenor street
- Stay on pavement to crossing of Bridge street at pedestrian lights
- Proceed on Newgate Street to Amphitheatre
- Return via Newgate Street to Roman gardens (optional)
- Proceed on New Gate to crossing of Bridge street using Pedestrian crossing
- Proceed on Grosvenor Street to Museum.

Both Routes Standard Tour Length— 1.15 Hours

- Depart Grosvenor Museum Head down Castle street,
- Proceed St. Marys Hill.
- Down Shipgate street and cross Lower Bridge street.
- Along the groves, Entering the Roman Gardens.
- Exit the Roman Garden and turn right into the Amphitheatre



Subject Area Chester Roman Tours	Hazard & Effect	To Whom Pub - Public S - Staff	Severity Rating X Likelihood=Primary Risk based on no control S X L = R			Recommended Control Measures	Severity Rating X Likelihood= Residual Risk S X L = R			Action Required where risks are not adequately controlled	Other comments
Walking Tour	<u>Buildings</u> Injury from building materials or tools  Injury from falling items or collapsing structures  Injury from mechanical tools  Danger from moving vehicles  <u>Buildings - Event</u> Injury from falling items or collapsing structures including marquees	Pub, S  Pub, S  Pub, S  Pub, S  Pub, S	4  8  6  6  8	2  4  6  4	8  32  36  24  32	If possible, a daily pre-tour walk of the route is to be undertaken to ensure no loose cobbles, road stones or buildings are going to be classed as a risk.	2  8  6  6  8	2  2  2  2  2	4  16  12  12  16		

Subject Area Chester Roman Tours	Hazard & Effect	To Whom P - Performers Pub - Public S - Staff	Severity Rating X Likelihood=Primary Risk based on no control S X L = R			Recommended Control Measures	Severity Rating X Likelihood= Residual Risk S X L = R			Action Required where risks are not adequately controlled	Other comments
Event - Public Display areas	Display of weapons Swords Knives Axes  Spear or Javelin throwing  Trebuchet Firing  Hand Trebuchet Firing	S, Pub	6	4	24	Only experienced members of approved re- enactment groups to use sharp implements  Weapons must not be drawn in a place accessible by members of the public  Members of the public are not to be given any weapon.  Items not in use must be stored away and attended to avoid contact with the public  All weapons to have control measures to ensure retention of the weapon  Spears / Javelins only to be used in designated areas	6	2	12	No Children should handle any weaponry.	
			8	4	32		8	2	16		

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Medical Incident	Illness / Injury occurs onsite	Pub, S,	10	4	40	Educational Establishments are responsible for providing there own over on tours, however a list of Trained and currently qualified staff will be made available,	6	2	12	Trained First Aiders should be asked to make themselves known to Tour staff before departure.	
Major Incident / City Evacuation	Crowding, Pushing  Failure to remove people to safety	Pub, S	10	6	60	Staff and all staff briefed on muster points  Emergency procedures made known to all staff  A citywide evacuation will nbe undertaken by City Police and Fire. Follow the instructions given. Always keep the Duty Officer informed.	4	2	8		Return tour group to the Grosvenor Museum. Await instructions from the museum staff on next course of action. Contact DO.



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Lost Children	Distress caused to children and Organisers.	Pub	2	4	8	<p>School Staff to be advised to accompany children at all times</p> <p>Lost children procedures made know to all re-enactors and staff</p> <p>Contact Duty Officer Immediately giving your position and a description of the child.</p>	2	2	4		

Subject Area Chester Amphitheatre	Hazard & Effect	To Whom P - Performers Pub - Public S - Staff	Severity Rating X Likelihood = Primary Risk based on no control S X L = R			Recommended Control Measures	Severity Rating X Likelihood = Residual Risk S X L = R			Action Required where risks are not adequately controlled	Other comments
Increased Visitor numbers on site	Trips and Falls  Unusual areas not normally used by public	Pub, S	2	4	8	Staff to check areas are safe for public. Signage showing danger areas where / if relevant.	2	2	4		

Subject Area Caerhun Roman Fort	Hazard & Effect	To Whom P - Performers Pub - Public S - Staff	Severity Rating X Likelihood=Primary Risk based on no control S X L = R			Recommended Control Measures	Severity Rating X Likelihood= Residual Risk  S X L = R			Action Required where risks are not adequately controlled	Other comments
Roadways, Traffic and Vehicles	Trips and Falls	S, PUB	2	6	12	Staff to inspect the tour route before departure where possible. Serious road damage should be reported to CWAC highways.	2	4	8	Staff to conduct continuous dynamic risk assessment.	
	RTC	S, PUB	4	8	48	Always use pavements/ pedestrian areas. Always cross the road using pedestrian crossings and at designated crossing points. Never forcibly stop traffic.	2	8	12		Staff should NEVER stop traffic to allow a tour group to cross the road. It is dangerous and illegal to do so.

# Roman Tours

Contact: Paul Harston, Safety Officer

Nearest Hospital:

Countess of Chester Hospital, Countess Way, Chester

Roman Tours

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