

ELY CATHEDRAL GUIDELINES FOR SCHOOL RISK ASSESSMENT

Assessment performed by	Mrs Jan Munt Cathedral Education Officer
Event	School Visit to Ely Cathedral
Employer	Dean and Chapter of Ely Cathedral

Likelihood 1-5 (1 least likely 5 most likely) Severity (1 least, 5 greatest impact)

NB Please note that these are only guidelines. Schools need to do their own Risk Assessment

Potential Risk	Who is at risk	Likelihood	Severity	Risk Score	Action	By whom	Likelihood after action	Impact after Action	Risk Score
Uneven and slippery floors	All	2	2	4 LOW	Warn all before visit and on arrival	School staff Cathedral Guides	1	1	1 LOW
High step at West Door	All	3	2	6 MED	Warn all on arrival	School staff/Cathedral Guides	1	1	1 LOW
Worn and uneven steps	All	2	2	4 LOW	Warn all on arrival	School staff Cathedral Guides	1	1	1 LOW
Heavy doors	All	2	2	4 LOW	Warn all on arrival and on use	Cathedral Guides	1	1	1 LOW
Sharp railings	All	1	2	2 LOW	Warn all when near hazard	Cathedral Guides	1	1	1 LOW
Burning candles	All	2	2	4 LOW	Warn all when near hazard. Only Guide to light candles	School staff/Cathedral Guides	1	1	1 LOW
Ramps	All	1	2	2	Warn all when	School	1	1	1

				LOW	near hazard	staff/Cathedral Guides			LOW
Crossing road	All	2	4	6 LOW	Cross road in a group supervised by adult	School staff/Cathedral Guides	1	1	1 LOW
Poorly lit areas	All	1	2	2 LOW	Warn all when in such areas	Cathedral Guides	1	1	1 LOW
Trailing wires	All	1	2	2 LOW	Warn all when hazard is present	Cathedral Guides	1	1	1 LOW
Fire	All	1	2	2 LOW	Inform staff about fire exits and regulations before visit and on arrival	Cathedral Education Officer	1	1	1 LOW
Craft activities	Pupils	1	1	1 LOW	Appropriate care and supervision	School staff/Cathedral staff	1	1	1 LOW
Steep stairs in Cathedral Centre	All	3	2	6 MED	Warn all on use of stairs. Close adult supervision when using stairs	Cathedral Centre staff/School staff	1	1	1 LOW
Electrical hazards in kitchen area	All	2	2	4 LOW	No unauthorised people allowed in kitchen area	Cathedral Centre staff/school staff	1	1	1 LOW
Lift	All	2	2	4 LOW	No unauthorised people allowed in the lift	Centre staff/school staff	1	1	1 LOW