

Document Control

Activity:	Location:	Personnel:	Reference no.:
Schools Department – general activities	All locations	Persons under 18 and their parents / guardians / teachers	GEN/003
Assessor:	Post:	Signature:	Date:
Shane Bailey DipOSH FIIRSM MIFSM	Fire, Health & Safety Manager		09/10/2025 (Review 09/10/2026)

Key

		Severity (S)					Risk (R)
		No harm or damage	Minor injury or cosmetic damage	First aid or repair required	Major injury or partial loss	Fatality or complete loss	
Likelihood (L)	Improbable	1	2	3	4	5	Low. Acceptable risk.
	Possible	2	4	6	8	10	Medium. Tolerable risk, with controls which are monitored.
	Normal conditions	3	6	9	12	15	
	Probable	4	8	12	16	20	High. Unacceptable risk; controls to be provided to reduce the risk.
	Inevitable	5	10	15	20	25	

Risk Assessment

Task / element	Hazard(s)	Who could be harmed and how	Existing controls and/or mitigations	Initial risk			Additional controls required	Residual risk		
				L	S	R		L	S	R
Pedestrian activities (general walking around and use of site) – external	Use of Heritage pavements	All persons Slips / trips / falls (same level), contact / impact injuries	Maintenance schedules, staff reporting of faults, parental / guardian / teacher supervision, first aiders, lighting, gritting (cold weather)	3	3	9	Parents / guardians / teachers to ensure young persons are wearing appropriate footwear; risk assessment to be completed by visiting school / organiser	2	3	6
As above	Use of Heritage roadways	All persons Contact with moving road and / or plant vehicles, Slips / trips / falls (same level), contact / impact injuries, potential fatality	Maintenance schedules, staff reporting of faults, parental / guardian / teacher supervision, clearly denoted access and egress routes, speed limits, close constabulary, first aiders, lighting, gritting (cold weather)	3	5	15	As above	2	5	10

Task / element	Hazard(s)	Who could be harmed and how	Existing controls and/or mitigations	Initial risk			Additional controls required	Residual risk		
				L	S	R		L	S	R
Pedestrian activities (general walking around and use of site) – external and internal	Use of steps / stairwells	All persons Slips / trips / falls (not same level), contact / impact injuries	Maintenance schedules, staff reporting of faults, parental / guardian / teacher supervision, first aiders, denoted routes (white lining)	3	4	12	As above	2	4	8
As above	Use of lifts	All persons Entrapment, claustrophobia, panic attacks	Maintenance schedules, staff reporting of faults, parental / guardian / teacher supervision, CCTV	3	2	6	Risk assessment to be completed by visiting school / organiser	2	2	4
Pedestrian activities (general walking around and use of site) – external	Inclement weather	All persons Illness	Suitable clothing, parental / guardian / teacher supervision, pre-booked internal refuge (study centre, etc.)	3	2	6	Parents / guardians / teachers to ensure young persons are wearing appropriate clothing; risk assessment to be completed by visiting school / organiser	2	2	4
Pedestrian activities (general walking around and use of site) – external and internal	Sudden illness or accident	All persons Potential injuries / fatality	Parental / guardian / teacher supervision, staff awareness, first aiders	2	5	10	Risk assessment to be completed by visiting school / organiser	2	5	10

Task / element	Hazard(s)	Who could be harmed and how	Existing controls and/or mitigations	Initial risk			Additional controls required	Residual risk		
				L	S	R		L	S	R
Pedestrian activities (general walking around and use of site) – external and internal	Lack of parental / guardian / teacher supervision	Persons under 18 Potential safeguarding issues, potential accidents, incidents and near misses, potential horseplay / poor behaviour	Staff awareness, close constabulary, CCTV, safeguarding team	3	3	9	Visiting school / organiser to ensure suitable and sufficient number of accompanying adults in attendance who have been vetted, risk assessment to be completed by visiting school / organiser	2	3	6
As above	Horseplay / poor behaviour by persons under 18	All persons Potential accidents, incidents and near misses, damage to Heritage infrastructure / assets, verbal / physical altercations	Parental / guardian / teacher supervision, staff awareness, close constabulary, CCTV	3	4	12	Visiting school / organiser to ensure suitable and sufficient number of accompanying adults in attendance who have been vetted, risk assessment to be completed by visiting school / organiser	2	4	8

Task / element	Hazard(s)	Who could be harmed and how	Existing controls and/or mitigations	Initial risk			Additional controls required	Residual risk		
				L	S	R		L	S	R
Pedestrian activities (general walking around and use of site) – external and internal	Separation of young person from parent / guardian / group	Persons under 18 Potential safeguarding issues, discomfort, distress	Parental / guardian / teacher supervision, staff awareness, close constabulary, CCTV, safeguarding team, contact details provided to staff (i.e., Visitor Centre), manned exits	3	3	9	As above	2	3	6
As above	Fire (both deliberate and accidental)	All persons Smoke inhalation, potential fatalities	Parental / guardian / teacher supervision, staff awareness, suitable building materials (A1/2, s1, d0), fire-fighting equipment, fire device activation, fire safety training, fire marshals	2	5	10	Risk assessment to be completed by visiting school / organiser	1	5	5
As above	Security incidents (both hoax and actual)	All persons Overcrowding, potential accidents, incidents and near misses, discomfort, distress, potential fatality if actual incident	Parental / guardian / teacher supervision, staff awareness, close constabulary, CCTV	3	5	15	Risk assessment to be completed by visiting school / organiser	2	5	10

Task / element	Hazard(s)	Who could be harmed and how	Existing controls and/or mitigations	Initial risk			Additional controls required	Residual risk		
				L	S	R		L	S	R
Pedestrian activities (general walking around and use of site) – external and internal	Evacuation due to fire and / or security	All persons Overcrowding, potential accidents, incidents and near misses, discomfort, distress, potential fatality if actual incident	Parental / guardian / teacher supervision, staff awareness, close constabulary, CCTV, emergency plans, evacuation plans, fire marshals	3	5	15	As above	2	5	10
As above	Crime (i.e., theft, threatening behaviour, etc.)	All persons Potential verbal / physical altercation, loss of personal property	Parental / guardian / teacher supervision, staff awareness, close constabulary, CCTV	3	3	9	As above	2	3	6
As above	Proximity to worksites (both planned and ad-hoc)	All persons Struck by falling objects, vehicle movements, dust, noise, slips / trips / falls, contact / impact injuries	Parental / guardian / teacher supervision, staff awareness, site management, site segregation and security, high-risk works undertaken outside of operational hours	3	5	15	Visiting school / organiser to ensure suitable and sufficient number of accompanying adults in attendance who have been vetted, risk assessment to be completed by visiting school / organiser	2	5	10

Task / element	Hazard(s)	Who could be harmed and how	Existing controls and/or mitigations	Initial risk			Additional controls required	Residual risk		
				L	S	R		L	S	R
Pedestrian activities (general walking around and use of site) – external and internal	Events	All persons Overcrowding, separation of young person from parent / guardian / group, potential safeguarding issues, potential accidents, incidents and near misses, distress	Parental / guardian / teacher supervision, staff awareness, close constabulary, safeguarding team, CCTV, manned exits	3	3	9	As above	2	3	6
As above	Use of public amenities (i.e. toilets)	All persons Separation of young person from parent / guardian / group, potential safeguarding issues, potential accidents, incidents and near misses, distress, allergies to cleaning products, contact with bodily waste / fluids	Parental / guardian / teacher supervision, staff awareness, close constabulary, CCTV (external areas only), safety data sheets, first aiders, correct cleaning regimes, safeguarding team	3	3	9	Visiting school / organiser to ensure suitable and sufficient number of accompanying adults in attendance who have been vetted, risk assessment to be completed by visiting school / organiser	2	3	6

Task / element	Hazard(s)	Who could be harmed and how	Existing controls and/or mitigations	Initial risk			Additional controls required	Residual risk		
				L	S	R		L	S	R
Pedestrian activities (general walking around and use of site) – external and internal	Allergies (food procured or provided on-site)	All persons Illness, potential fatality	Parental / guardian / teacher supervision (i.e., provision of information and items such as “epi-pens”, etc, where required), staff awareness, first aiders, correct information on packaging	2	5	10	Risk assessment to be completed by visiting school / organiser, School Department to be alerted to the specific presence of anyone (child or adult) with any allergies by school / organiser	1	5	5
As above	Vulnerable persons	All persons Discomfort, distress, potential safeguarding issues	Parental / guardian / teacher supervision (i.e., provision of information, etc, where required), staff awareness, safeguarding team	3	3	9	Visiting school / organiser to ensure suitable and sufficient number of accompanying adults in attendance who have been vetted, risk assessment to be completed by visiting school / organiser	2	3	6
Pedestrian activities (general walking around and use of site) – internal	Loss of systems (power, lighting, water, etc.)	All persons Facility closure, lack of welfare facilities	Maintenance schedules, staff reporting of faults, parental / guardian / teacher supervision	2	2	4	Risk assessment to be completed by visiting school / organiser	2	2	4

Task / element	Hazard(s)	Who could be harmed and how	Existing controls and/or mitigations	Initial risk			Additional controls required	Residual risk		
				L	S	R		L	S	R
Pedestrian activities (general walking around and use of site) – external	Public disturbances (i.e., protests)	All persons Overcrowding, separation of young person from parent / guardian / group, potential safeguarding issues, potential accidents, incidents and near misses, distress	Parental / guardian / teacher supervision, staff awareness, close constabulary, CCTV, first aiders, safeguarding team	2	3	6	Visiting school / organiser to ensure suitable and sufficient number of accompanying adults in attendance who have been vetted, risk assessment to be completed by visiting school / organiser	1	3	3
Pedestrian activities (general walking around and use of site) – external and internal	Language barriers	All persons Discomfort, distress	Parental / guardian / teacher supervision (i.e., provision of information, etc, where required), staff awareness	2	3	6	Visiting School / organiser to ensure suitable and sufficient number of accompanying adults in attendance who have been vetted, risk assessment to be completed by visiting school / organiser	1	3	3

Task / element	Hazard(s)	Who could be harmed and how	Existing controls and/or mitigations	Initial risk			Additional controls required	Residual risk		
				L	S	R		L	S	R
Pedestrian activities (general walking around and use of site) – external and internal	Use of pavements and roadways by mobility-impaired persons (sight, hearing, walking)	All persons Slips / trips / falls, damage to walking aids / wheelchairs, etc.	Maintenance schedules, staff reporting of faults, parental / guardian / teacher supervision, use of specified routes for wheelchair users, first aiders	2	2	4	As above	1	2	2
Lighting of candles within the Cathedral by children	Fire	Persons under 18 Burns caused by proximity to flame / clothing and / or hair catching alight	Parental / guardian / teacher supervision, staff awareness, first aiders	2	4	8	As above	1	4	4
Viewing architecture	Slips / trips / falls caused by looking up or not in general location for movement / walking	All persons Contact / impact injuries (from both same level and not same level)	Parental / guardian / teacher supervision, staff awareness, first aiders	2	3	6	Visiting school / organiser to ensure suitable and sufficient number of accompanying adults in attendance who have been vetted, risk assessment to be completed by visiting school / organiser	1	3	3

Task / element	Hazard(s)	Who could be harmed and how	Existing controls and/or mitigations	Initial risk			Additional controls required	Residual risk		
				L	S	R		L	S	R
Use of Study Centre (general)	Use of steps / stairwells	All persons Slips / trips / falls (not same level), contact / impact injuries	Maintenance schedules, staff reporting of faults, parental / guardian / teacher supervision, first aiders	3	4	12	As above	2	4	8
As above	Use of lift	All persons Entrapment, claustrophobia, panic attacks	Maintenance schedules, staff reporting of faults, parental / guardian / teacher supervision	3	2	6	As above	2	2	4
As above	Sudden illness or accident	All persons Potential injuries / fatality	Parental / guardian / teacher supervision, staff awareness, first aiders	2	5	10	As above	2	5	10
As above	Lack of parental / guardian / teacher supervision	Persons under 18 Accidents, incidents and near misses, potential horseplay / poor behaviour	Staff awareness	3	3	9	Visiting school / organiser to ensure suitable and sufficient number of accompanying adults in attendance who have been vetted, risk assessment to be completed by visiting school / organiser	2	3	6

Task / element	Hazard(s)	Who could be harmed and how	Existing controls and/or mitigations	Initial risk			Additional controls required	Residual risk		
				L	S	R		L	S	R
Use of Study Centre (general)	Horseplay / poor behaviour by persons under 18	All persons Potential accidents, incidents and near misses, damage to infrastructure / assets	Parental / guardian / teacher supervision, staff awareness	3	4	12	As above	2	4	8
As above	Separation of young person from parent / guardian / teacher / group	Persons under 18 Potential safeguarding issues, discomfort, distress	Parental / guardian / teacher supervision, staff awareness, safeguarding teams, CCTV, manned exits	3	3	9	As above	2	3	6
As above	Fire (both deliberate and accidental)	All persons Smoke inhalation, potential fatalities	Parental / guardian / teacher supervision, staff awareness, suitable building materials (A1/2, s1, d0), fire-fighting equipment, fire device activation, fire safety training, fire marshals	2	5	10	Visiting school / organiser to ensure suitable and sufficient number of accompanying adults in attendance who have been vetted, risk assessment to be completed by visiting school / organiser	1	5	5

Task / element	Hazard(s)	Who could be harmed and how	Existing controls and/or mitigations	Initial risk			Additional controls required	Residual risk		
				L	S	R		L	S	R
Use of Study Centre (general)	Security incidents (both hoax and actual)	All persons Potential accidents, incidents and near misses, discomfort, distress, potential fatality if actual incident	Parental / guardian/ teacher supervision, staff awareness, close constabulary, CCTV	3	5	15	As above	2	5	10
As above	Evacuation due to fire and / or security	All persons Potential accidents, incidents and near misses, discomfort, distress, potential fatality if actual incident	Parental / guardian / teacher supervision, staff awareness, close constabulary, CCTV, emergency plans, evacuation plans, fire marshals	3	5	15	As above	2	5	10
As above	Use of amenities (i.e. toilets)	All persons Separation of young person from parent / guardian / group, potential safeguarding issues, potential accidents, incidents and near misses, distress, allergies to cleaning products, contact with bodily waste / fluids	Parental / guardian / teacher supervision, staff awareness, CCTV (external areas only), safety data sheets, first aiders, correct cleaning regimes, safeguarding team	3	3	9	School / organiser to ensure suitable and sufficient number of accompanying adults in attendance who have been vetted, risk assessment to be completed by visiting school / organiser	2	3	6

Task / element	Hazard(s)	Who could be harmed and how	Existing controls and/or mitigations	Initial risk			Additional controls required	Residual risk		
				L	S	R		L	S	R
Use of Study Centre (general)	Allergies (food procured or provided on-site)	All persons Illness, potential fatality	Parental / guardian/ teacher supervision (i.e., provision of information and items such as “epi-pens”, etc, where required), staff awareness, first aiders, correct information on packaging	2	5	10	Risk assessment to be completed by visiting school / organiser, School Department to be alerted to the specific presence of anyone (child or adult) with any allergies by school / organiser	1	5	5
As above	Vulnerable persons	All persons Discomfort, distress, potential safeguarding issues	Parental / guardian / teacher supervision (i.e., provision of information, etc, where required), staff awareness, safeguarding team	3	3	9	Visiting school / organiser to ensure suitable and sufficient number of accompanying adults in attendance who have been vetted, risk assessment to be completed by visiting school / organiser	2	3	6
As above	Loss of systems (power, lighting, water, etc.)	All persons Facility closure, lack of welfare facilities	Maintenance schedules, staff reporting of faults, parental / guardian / teacher supervision	2	2	4	As above	1	2	2

Task / element	Hazard(s)	Who could be harmed and how	Existing controls and/or mitigations	Initial risk			Additional controls required	Residual risk		
				L	S	R		L	S	R
Use of Activity Room	Language barriers	All persons Discomfort, distress	Parental / guardian / teacher supervision (i.e., provision of information, etc, where required), staff awareness	2	3	6	As above	1	3	3
As above	Manual handling operations	All persons Soft-muscle or Musculo-skeletal injuries, awkward movement / strains / sprains	Parental / guardian / teacher supervision, staff awareness, use of mechanical aids for items above 20kg (adults only), no child to manually handle any items, stone block to remain in place	1	3	3	Risk assessment to be completed by visiting school / organiser	1	3	3
As above	General movement around the room	All persons Slips / trips / falls (same level), contact / impact injuries	Maintenance schedules, staff reporting of faults, parental / guardian / teacher supervision, first aiders	2	3	6	As above	1	3	3
As above	Use of electrical equipment (i.e., lightbox and organ)	Staff Electrical shock due to faulty or damaged equipment	Maintenance schedules, staff reporting of faults, first aiders	2	5	10	As above	1	5	5

Task / element	Hazard(s)	Who could be harmed and how	Existing controls and/or mitigations	Initial risk			Additional controls required	Residual risk		
				L	S	R		L	S	R
Use of Activity Room	Carving of stone by students	People under 18 Dust / fragments within eyes	Parental / guardian / teacher supervision, staff awareness, strict use of PPE (goggles) at all times, only one young person permitted to undertake at any one time	2	3	6	As above	1	3	3
As above	Use of winch	People under 18 Catching fingers within turning wheel	Parental / guardian / teacher supervision, staff awareness	2	3	6	As above	1	3	3
As above	Cosplay	People under 18 Slips / trips / falls caused by long costumes	Parental / guardian / teacher supervision, staff awareness, tying up of long items to prevent trips, appropriate sizes to be worn only	2	3	6	Risk assessment to be completed by visiting school / organiser	1	3	3

Task / element	Hazard(s)	Who could be harmed and how	Existing controls and/or mitigations	Initial risk			Additional controls required	Residual risk		
				L	S	R		L	S	R
Use of Activity Room	Young persons leaving the premises ("escaping" from supervision)	Persons under 18 Potential safeguarding issues, discomfort, distress	Parental / guardian / teacher supervision, staff awareness, safeguarding teams, CCTV, manned exits	2	3	6	Visiting school / organiser to ensure suitable and sufficient number of adults in attendance who have been vetted, risk assessment to be completed by visiting school / organiser	1	3	3
As above	Trespass by non-Chapter or non-School persons	Persons under 18 Potential safeguarding issues, discomfort, distress	Parental / guardian / teacher supervision, staff awareness, safeguarding teams, CCTV, manned exits	2	3	6	As above	1	3	3