

Risk Assessment

Holt Hall Field Study Centre

Living History

Location

Holt Hall house and estate.

Please note:- The activities at Sheringham and Holt Stations, plus the actual train journey are provided by the North Norfolk Railway who have their own risk assessments.

The double-decker bus journey also has a risk assessment prepared by the coach operator.

Both of the above assessments will be sent to you before your school arrives for the 1940's event.

Risks

The following risks are applicable to anyone taking part in this activity.

- Estate risks: twigs in eyes, trips and falls, cuts and splinters from twigs and sharp plants such as brambles, poisoning by plants and fungi, etc.
- Digging risks: injury by garden tools, improper use of tools, blisters, cuts, bruises, grit in eyes, etc.
- Camping risks: injury from tent poles, trapped fingers, rope burns and tangling, trips and falls, hand injuries from mallets, splinters from tent pegs, suffocation and choking from canvas tent material.
- Moving furniture risks when clearing classroom for evening activities: trapped fingers, splinters, crushed feet and toes, trips and falls.
- Physical Training (Drill) risks: trips and falls, and injuries to each other.
- Air Raid dangers: trips and falls, cellar stairs, crush injuries, dust or grit in eyes.
- Country Dance risks: trips and falls, crushed feet and toes.
- Kitchen risks: burning, cuts and scalds.
- Sewing risks: puncture wounds and cuts by scissors and needles.

Control Measures

Estate Risks

- Ensure appropriate staff:student ratios
- Young people may not eat anything while outside in the grounds.

Digging Risks

- See 'Roots and Shoots' Risk Assessment

Camping Risks

- Young people must be shown how to erect tents safely
- They must be shown how to use mallets, untangle, tighten and fix ropes and slot tent poles together safely.

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Moving Furniture Risks

- They must be shown how to lift safely and how to avoid trapping their fingers.

PT Risks

- Young people must be wear appropriate clothing for this activity.
- They must be shown how to participate safely in all the exercises and how to use any equipment provided without injury to themselves or others.

Air Raid

- Ensure appropriate staff:student ratios
- They must be told how to move safely around the building and advised to take special care going through doorways and up or down steps.
- Young people must be told not to run and to remain calm and sensible at all times
- A member of staff should remain at the top of the stairs until all young people are inside the cellar
- A member of staff should be the first person to enter the cellar

Country Dancing

- Ensure appropriate staff:student ratio
- Listen carefully to all instructions
- Young people should be shown how to perform dance movements in a correct and controlled way and wear appropriate clothing and footwear.

Kitchen Risks

- Young people will be supervised by Holt Hall kitchen staff at all times when in the kitchen or veg prep area.
- Young people will not use knives or ovens and will not work in close proximity to either of them.
- Young people will be shown how to follow normal kitchen hygiene procedures by Holt Hall kitchen staff.

Sewing Risks

- Young people must be supervised while sewing and must be shown how to use a needle and scissors safely.

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