

# Segedunum 'Life in the Fort' Hazard Identification. Updated December 2021

Please note:

- This is **not** a risk assessment. As stated in the Department of Education's 'Safe Keeping' publication, "the group leader should carry out a risk assessment"
- In the case of an emergency please contact a member of staff
- Tyne & Wear Archives & Museums highly recommends that group leaders conduct preliminary visits
- Group leaders should take the behaviour and ability of their group into consideration when compiling a risk assessment
- It is the responsibility of the group leader to monitor the behaviour and safety of their group

This Hazard Identification highlights the everyday risks that groups may incur. Please telephone Segedunum Roman Fort & Museum on (0191) 278 4217 to enquire about possible building work taking place or hazards in temporary exhibitions.

<b>Hazard Identification</b>	<b>Risk and to whom</b>	<b>Existing control measures set up by Tyne &amp; Wear Archives &amp; Museums</b>	<b>Further action to be taken by the school / group leader (add own comments)</b>
Children handling replica soldier equipment	<ul style="list-style-type: none"> <li>• Dropping equipment onto parts of their body</li> <li>• Injury from weight of objects</li> </ul>	<ul style="list-style-type: none"> <li>• Split into small groups</li> <li>• Advice given to supervising adults and children on safe handling of equipment</li> </ul>	Adult supervision at all times
Drill practice with wooden spears and shields	<ul style="list-style-type: none"> <li>• Knocks from shields and spears</li> <li>• Dropping equipment onto parts of their body</li> </ul>	<ul style="list-style-type: none"> <li>• Split into smaller groups</li> <li>• Ensuring sufficient space to work</li> <li>• Advice given on safe handling</li> </ul>	Adult supervision at all times
Handling artefacts	<ul style="list-style-type: none"> <li>• Dropping objects on parts of their body</li> </ul>	<ul style="list-style-type: none"> <li>• Advice given by facilitator on safe handling</li> </ul>	Adult supervision at all times
Covid-19 measures	<ul style="list-style-type: none"> <li>• Risk of touching contaminated surfaces, close contact risk spread of Covid 19 among staff and school groups and visitors</li> </ul>	<ul style="list-style-type: none"> <li>• Windows will be kept open during workshops to improve ventilation</li> <li>• Signage and markers will indicate safe social distancing</li> <li>• Facilitator will maintain a 2m distance from the group. If this is not possible then they will wear a mask.</li> <li>• Hand sanitiser, soap and paper towels will be available</li> <li>• Children will be advised to use hand sanitiser before and after</li> </ul>	<p>All supervising staff should wear a mask unless exempt</p> <p>Adults should remind children to maintain 2m distance from facilitator</p> <p>Adults and children should wash hands thoroughly before and after the session</p> <p>Adults and children should use hand sanitiser before and after handling objects</p>

		<p>handling objects and to wash hands thoroughly with soap after the session</p> <ul style="list-style-type: none"><li>• Wooden shields and spears if used will be cleaned between each class bubble</li><li>• Objects and costume which cannot be cleaned or quarantined will only be handled by the facilitator</li><li>• Children will be reminded to avoid touching eyes, nose or mouth with unclean hands.</li><li>• Higher risk surfaces will be cleaned before and after each school group</li><li>• The activity room will be cleaned thoroughly before and after each school group</li><li>• The activity room will be closed to the general public and will only be used by one school group per day</li></ul>	
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