

Risk Assessment Guidance

This guidance aims to assist teachers/leaders with planning their visit to St. Paul's Cathedral. We strongly recommend that a member of staff organising the visit makes a preparation visit to the Cathedral in order to fully carry out their own risk assessment. This should include the journey to and from the Cathedral. Risk Assessments are the visiting teachers/leaders responsibility and the below is guidance to help you structure your own risk assessment. Each visiting group's risk assessment will differ and the below is guidance and not an exhaustive list.

Please remember to email or call us to arrange a time and access to the building. Teachers on pre-arranged visits will be asked to provide ID on the day and are admitted free of charge although others accompanying them are asked to pay.

Location	Potential risk(s)	Additional information
Cathedral & Crypt	Risk from members of the public e.g. abduction or assault	Groups of children must be accompanied by an adult. A ratio of 1:10 is advised. Consult your own guidelines in school. Groups using public toilets in the Crypt must be accompanied by an adult.
	Fire	In the event of fire/alarm, Cathedral staff will direct all visitors to the nearest safe exit. Teachers are responsible for doing a roll-call of their pupils once they are in a safe place. Should any person not be accounted for, Cathedral staff should be informed immediately.
	Tripping on staircases	Staircases are minimal in length and well lit. Children should be reminded by teaching staff to take care and to look where they are walking/hold rails, keep to the right. Appropriate footwear should be worn.
Domes & Galleries	Adequate adult supervision	All school groups climbing to the Dome and Galleries are expected follow the minimum ratio of 1:10 adults to pupils. Any helpers must be briefed in advance and they should them to spread out evenly along the line of pupils. Insist on sensible, calm behaviour throughout.
	Asthma attacks/vertigo	The climb to the Dome and Galleries is long and steep in places. Schools are advised to make this known to parents and seek medical opinion/consent in advance, if there are concerns.
	Tripping on staircases	School groups are advised to walk in single file and children are reminded by guides to take care. There are hand rails. Stairs from the Golden Gallery can be slippery in wet weather and teachers should tell children to take extra care in this area. Appropriate footwear should be worn.
	Falling from a height	The barriers/railings around the galleries are tall. Stewards are positioned on each gallery and have two way radios. Children are asked to sit on the stone bench whilst in the Whispering Gallery and teachers should state that they are not to lean over the barriers around any of the galleries.
Whispering Gallery	Trips on floors and single steps	Uneven floor surface due to age/texture of stone flooring. Children should be reminded to take care. Warning signs are in place. Advise them to walk carefully and to remain cautious. Appropriate footwear should be worn.
Education Centre	Risk from members of the public	The Education Centre door is password coded and kept locked when a group is using the centre. Toilets within the centre may be used by unaccompanied children but we still advise adult supervision.
	Fire	Cathedral staff will direct all visitors to the nearest safe exit. Teachers are responsible for doing a roll-call of their pupils.
	Craft workshops Allergies/injuries	Seek parental advice on allergies to glues/materials. Children are instructed to use scissors safely.
All	Covid-19	The Cathedral follows current Government guidance on Coronavirus, this includes following a specific cleaning regime.