

RISK ASSESSMENT

LIKELIHOOD	SEVERITY				
	Fatal	Long Term Disabling	Short Term Disabling	Medical Attention	First Aid
Certain	25	20	15	10	5
Likely	20	16	12	8	4
Possible	15	12	9	6	3
Remote	10	8	6	4	2
Improbable	5	4	3	2	1

Task Title: Visiting Site	Assessment carried out by: Health and Safety Officer	Date: 13/02/2023	Date of Assessment: 13/02/2023
Assessment Number: V3.10			
Area: Bletchley Park- Whole site	Approved by: Head of site works	Approval Date: 14/02/2023	Date of next review: 13/02/2024

Task No.	Task	Hazard/Risk Identified	Persons at Risk	Likelihood	Severity	Uncontrolled risk rating	Control Measures	New Likelihood	New Severity	Risk Rating with use of controls	Additional measures to be considered
2	Uneven ground	Visitors, staff, volunteers and contractors	2	2	4	Suitable footwear should be worn whilst on site, Flooring issues reported to maintenance team and monitored. Regular maintenance completed on ground works. Any areas of concern will be barriered off.	1	2	2		
3	Lake- Open water	Visitors, staff, volunteers and contractors	2	5	10	No swimming allowed, Rope barrier in place surrounding lake to stop people walking too close to waters edge. No entry and chain to restrict access to jetty. Throw lines at both sides of the lake in case of emergency- regularly checked for safety. Members of site works trained in working near open water. Children to be monitored when in this area. First Aiders on site if required.	1	5	5		
4	Slips, Trips and Falls	Visitors, staff, volunteers and contractors	2	4	8	Regular site maintenance of grounds, Accident reporting procedures on site, Fully trained first aiders on site if required, Fully equipped first aid kits around site, fully equipped first aid room, Regular First Aid kit audits completed.	1	4	4		
5	Lost Person	Visitors	2	2	4	All staff and volunteers at Bletchley Park have received safeguarding training. Lost persons procedure in place- discreet communication via radio to assist the lost person. Duty Manager (designated safeguarding officer) will remain with lost person until reunited with party. Controlled gate access. Parental and guardian responsibility.	1	2	2		

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6	Visiting Site					Disability/Access/Facilities		Visitors, staff, volunteers and contractors		2	2	All areas of the park open to the public are accessible. Disabled parking available on entry. Wheelchairs are available on request. Assistance dogs are welcome. Sound enhancement for both hearing aid users and non hearing aid users. BSL interpreted guided tours available. Alarms systems within facilities.			1	2	2						
7	Visiting Site					On going site maintenance/ Contractors/Refurbishment		Visitors, staff, volunteers and contractors		3	2	All staff and contractors trained on equipment use, Drive on mower used regularly, Staff and contractors trained on use of equipment, no tools or equipment to be left unattended, Housekeeping procedures, Contractor control procedure for site, disrupting maintenance completed after hours, working areas will be barrier off if required.			2	2	4						
8	Visiting Site					Derelict Buildings		Visitors, staff, volunteers and contractors		2	5	All buildings that are derelict or in poor state of repair have been secured off from the public. Only authorised persons allowed. Relevant warning signs and fencing surrounding these buildings.			1	5	5						
9	Visiting Site					Feeling unwell/Accident on site		Visitors, staff, volunteers and contractors		3	2	Member of staff to be contacted who will then contact the Duty Manager for assistance. Trained first aiders available on request. Defibrillator's on site. First Aid room available if required and for privacy. Accident reporting procedure on site.			2	2	4						
10	Visiting Site					Covid-19		Visitors, staff, volunteers and contractors		3	4	Strict Covid-19 policy for BP employees and volunteers. Hand sanitizer available on entry and exit if required. Encouragement for good hand hygiene throughout facilities.			1	4	4						
	Visiting Site					Picnic Areas/Park		Visitors, staff, volunteers and contractors				All seating is thoroughly checked annually with cursory checks made intermittently. Any damaged seating or tables are removed. Any children wishing to play in the park area are the responsibility of the parent/guardian. Play equipment checked weekly with maintenance when required.											

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10	Visiting Site						Fire- Surrounding areas, Explosion		Visitors, staff, volunteers and contractors		2	5	10	All fire exits and alarms are clearly signed throughout the park, Numerous fire extinguishers available and maintained regular. Fire wardens within each area of the park to assist when needed. All staff are trained in emergency evacuations. Fire assembly areas clearly marked for evacuations.		1	5	5		