

LIKELIHOOD	SEVERITY						Task Title: BPT Site			Assessment carried out by: Health and Safety Officer	Date: 04/04/2024	Date of Assessment: 04/04/2024	
	Fatal	Long Term Disability	Short Term Disability	Medical Attention	First Aid		Assessment Number: V4						
Certain	25	25	25	10	5		Area: Bletchley Park- Whole site	Approved by: Head of site works	Approval Date: 04/04/2024	Date of next review: 04/04/2025			
Likely	20	18	12	8	4								
Possible	15	12	9	6	3								
Remote	10	8	6	4	2								
Improbable	5	4	3	2	1								
Task No.	Task						Hazard/Risk Identified	Persons at Risk	Control Measures	Likelihood	Severity	Risk Rating	Additional measures to be considered
1	Visiting Site						Vehicle Movements/Traffic	All	Controlled barrier at entrance to stop traffic on arrival with strict 10mph limit when on site. Vehicle restriction within payzone unless authorisation beforehand. Zebra crossings from main car park to admission/entrance area. Incoming traffic flow controlled by security. Coachbays at Learning Centre and Auditorium. Stop signs used at learning centre to ensure safe passage to and from coaches before vehicle moves. Trained competent staff may use drive on mower/tractor during the day- stop for groups and remain aware of surroundings at all times.	1	3	3	
2							Lake- Open water	All	No swimming or un authorised access to the lake allowed. Rope barrier and fence in place surrounding lake to stop people walking too close to waters edge. No entry signs 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 for continued maintenance. Children to be monitored when within this area. First Aiders on site if required.	1	5	5	
3							Uneven ground- Slips, Trips and Falls	All	Suitable footwear advised to be worn whilst on site. Continued site maintenance of the grounds. Areas of concern will be barriered off appropriately. Accident reporting procedures on site, Trained first aiders on site if required and fully equipped first aid room. First Aid kits around site	1	4	4	
4							Lost Persons	All	Lost persons/Safeguarding policy in place. Duty Manager is designated safeguarding officer. Lost person will remain in the presence of duty manager and another member of BPT until party have been found. Controlled gate access by security. Parental and guardian responsibility at all times.	1	2	2	
5							Disability/Access/Facilities	All	All areas of the park open to the public are accessible. Disabled parking bays readily available on entry. Wheelchairs available on request. Assistance dogs are welcome. Sound enhancement for both hearing aid users and non hearing aid users. BSL interpreted guided tours available at request. Coded alarm systems within facilities. Hidden disability lanyards available on request.	1	2	2	
6							On going site maintenance/ Contractors/Refurbishment	All	Strict contractor control procedure followed at all times. All staff and contractors trained on use of equipment. Drive on mowers and other gardening equipment regularly used throughout the day by trained gardening team. No tools to be left unattended. Housekeeping procedures in place. Minimal disruption from works during opening hours. Working areas will be barriered off as required. Permit to work system in place if required.	2	2	4	
7							Derelict Buildings	All	All derelict buildings closed and secured from the public. Only authorised persons allowed. Various permit controlled areas. Relevant warning signs and fencing surrounding these buildings. Security on site 24/7.	1	5	5	

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	Fatal	Long Term Disabling	Short Term Disabling	Medical Attention	First Aid				
	Certain	28	26	23	10				5
	Likely	20	18	12	8				4
	Possible	12	12	9	6				3
	Remote	10	8	6	4				2
Improbable	5	4	3	2	1				
Assessment Number: V4						Approved by: Head of site works Approval Date: 04/04/2024		Date of next review: 04/04/2025	
Area: Bletchley Park- Whole site									
Task No.	Task	Hazard/Risk Identified	Persons at Risk	Control Measures	Likelihood	Severity	Risk Rating	Additional measures to be considered	
8		Feeling unwell/Accident on site	All	Accident and Incident procedure in place, Duty Manager and or a member of staff/Volunteer to be contacted for assistance. Trained first aiders available on request. Defibrillator's on site. First Aid room available for privacy and various first aid kits around site,	2	2	4		
9		Picnic/Seating Areas/Playground Area	All	Seating thoroughly checked and treated annually with cursory checks made intermittently. Regular maintenance to the grounds and waste facilities within seating areas. All people using play equipment to be supervised at all times and are the responsibility of the parent/guardian. Play equipment checked weekly with maintenance when required. Annual playground equipment inspection completed.	2	2	4		
10		Catering- Food Allergens	All	Onsite catering available, food allergens should be declared beforehand, food safety notices will be displayed when applicable. Trained first aiders on site. Accident/Incident procedures in place and followed at all times.	1	5	5		
11		Counter Terrorism	All	Counter terrorism policy/procedure in place, Suspicious packages procedure in place, All staff and volunteers have completed relevant training, security in place 24/7. All luggage must be kept with you at all times, no luggage is allowed to be left with security. Emergency drills practiced to ensure compliance.	1	5	5		
12		Fire	All	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		