



Hazard information sheet for education groups

This document has been produced as an information source for teachers bringing pupils to Portsmouth Historic Dockyard on education visits. It is the responsibility of teachers and group leaders to complete a full risk assessment prior to visiting (a requirement of most local education authorities) and this document does not replace your own assessment being undertaken.

Further guidelines are produced by each of the learning venues at Portsmouth Historic Dockyard to provide more information on their internal areas. Please refer to the guidelines of each of the attractions you are visiting.

Preliminary Visits

Portsmouth Historic Dockyard offers FREE preliminary visits for all group leaders and we strongly recommend that a preliminary visit is carried out prior to each time you bring a group. This will enable you to become familiar with the site (and see what changes may have occurred since your last visit), assess any potential risks your group may encounter and consider the logistics of your visit (see how long it will take you to move between learning venues, where you will have lunch, where your drop-off/collection point will be etc).

Supervision

Every effort has been made to make Portsmouth Historic Dockyard a safe environment for visitors but we request that groups are adequately supervised and that pupils move about the site in a safe and orderly manner. We recommend that pupils are accompanied in the following ratios but will allow lower ratios in accordance with the DFEE publication, 'Health & Safety of Pupils on Education Visits'. (A minimum ratio of 1:15 is required)

Years R, 1, 2 & 3: 1 free adult for every complete group of 5 children

Years 4 and above: 1 free adult for every complete group of 8 children

The General Environment

Portsmouth Historic Dockyard is located within a controlled working environment and although the hazards are slight there are several of them – you will note uneven steps, low lighting levels and the proximity of water. The level of risk is very low and managing it efficiently should be within the capacity of any qualified leader.

Water

There are three areas in the Historic Dockyard where pupils will be near to the water. They are in 1) front of ACTION STATIONS 2) behind HMS VICTORY 3) alongside HMS

WARRIOR 1860. There are handrails of a suitable height and strength at all of these. There are also throw lines and life buoys available at points around the water area. Access to the ACTION STATIONS building can be gained via a variety of routes, but the preferred route is across one of the two Mast Pond crossings that lay alongside a pair of historic timber boathouses. These crossings are constructed from timber and can be slippery when wet. The water areas close to the building are fenced off with chain and post barriers.

Surfaces

A variety of surfaces – cobbles, sets, concrete, ramps and stone steps make the ground uneven, particularly at the far end of the Historic Dockyard. If the group is made aware of these, the level or risk is slight and the likelihood of an accident occurring is minimal. Wheelchair users and those who find walking difficult should be warned of the difficulty and allowed extra time for moving from place to place.

For more information or to book a preliminary visit please contact us on: 023 9283 9766.