



# Portsmouth Historic Dockyard

## Hazard information sheet for education groups at Action Stations

### Statement for schools

In order to ensure the quality and safety of visits to the site, Action Stations has a full set of codes and guidelines covering all aspects of the business and including:

- Health and Safety Policy
- Risk Assessment Policy, procedure and schedule
- First Aid procedures

All of the buildings and exhibits within Action Stations have been risk assessed. Full risk assessments and policy documents are available to view on request.

Risk assessments are monitored and regularly re-assessed. All personnel have had risk assessment training. All activities, events and workshops run by Action Stations are risk assessed on an individual basis.

Fire equipment is checked daily as part of the operational checklists and the fire alarms and evacuation procedures are tested regularly.

First aid trained staff are always available. Any incidents are recorded in an accident log. There is a Duty Manager available to deal with any emergency on a daily basis, who can be contacted via the reception desk.

Action Stations is protected by 24 hour CCTV and security.

All Front of House staff and guides are trained in evacuation procedures.

Free planning visits can be arranged at the time of booking in order for teachers and group leaders to complete their HSE/LEA recommended Risk Assessments for visits.

### Climbing Tower

Hazards & Issues Identified	Persons at risk	Existing Controls & Precautions	Estimation of risk High/Med/Low	Further Controls & Precautions Necessary
Auto Belay System	Climbers	Systems checked and signed off working prior to opening. Weight restrictions for climbers between 3 and 17 stones in place. Daily preopening checks in place and staff fully trained.	Low	NA



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Climbing support wire tangled during climb	Climbers	Auto belay system controls the slack during climb and descent. Preopening check to confirm correct functioning, before use including sheave block and bolt integrity. Staff trained to check wire tension before each climber begins climb.	Low	NA
Climbing harnessed incorrectly	Climbers	All staff operating Tower are fully trained and signed off by authorised assessor. If using to operators both check harness fitted correctly.	Low	NA
Climbing exceeding recommended height	Climbers	All climbers are briefed of height restrictions before climb and supervised throughout.	Low	NA
Injury during descent	Climbers	All climbers are briefed prior to climb and supervised during descent. Auto belay system will prevent a fall. Continuous safety matting of dense 20mm dense rubber positioned at base of wall to prevent injury while landing. Each auto belay system primed prior to opening.	Low	Safety padding fitted behind and adjacent to Tower
Injury as a result of improper behaviour e.g. swinging and jumping	Climbers	All climbers briefed by operating staff and supervised throughout climb.	Low	NA
Climber landing on individual during descent	Visitor	Climbing area enclosed by barriers providing safe controlled area. Excluding harnessing team only 4 people allowed in restricted area one per climbing route.	Low	NA
Risk of head injury	Climbers	Climbers briefed prior to climb and supervised.	Low	NA
Risk of slipping due to loose hand holds	Climbers	All hand holds checked on a regular basis by the technical team.	Low	NA





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Failure of belay cables	NA	All cables checked on a daily basis before opening by technicians for wear, frays and kinks.	Low	Wire changed annually
Hydraulic failure	NA	Whole system is checked on a daily basis prior to opening.	Low	NA
Cable & harness failure	NA	Harness and cable checked prior to opening and under continuous review by operator during opening hours.	Low	NA



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