



## Portsmouth Historic Dockyard

### Hazard information sheet for education groups for the National Museum of the Royal Navy

#### Statement for schools

In order to ensure the quality and safety of visits to the site, the National Museum of the Royal Navy 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 the National Museum of the Royal Navy 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 the National Museum of the Royal Navy 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.

All members of staff have received training on the Museum's Child Protection Policy. First Aid trained staff are always available. Any incidents are recorded in an accident log. Gallery Managers are present to deal with emergencies on a daily basis and can be contacted via the reception desk or gallery staff.

The National Museum of the Royal Navy is protected by 24 hour CCTV and security.

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

The National Museum of the Royal Navy strongly advises all teachers and tutors planning a trip to visit the site prior the day of their visit in order to complete their HSE/LEA recommended Risk Assessments for visits. Free planning visits can be arranged at the time of booking.



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[historicdockyard.co.uk](http://historicdockyard.co.uk)



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