

The Estorick Collection of Modern Italian Art Risk Assessment for Group Visits

This document is for guidance only – group leaders should carry out and use their own assessment.

- The responsible person (e.g. school/college staff) is responsible for their children at all times and should ensure that they are supervised to an appropriate level.
- For large self-programming groups, staff and students should be divided into small groups to explore the gallery.
- Each group must have an appointed leader (e.g. teacher or responsible adult).
- All staff and group leaders should carry a list of the students/pupils in their group.
- If students/pupils are allowed to explore in smaller teams, group leaders should set up regular meeting times and places to check attendance of their students/pupils.
- Pupils/students should be warned against inappropriate behaviour (such as running or climbing) in the gallery building or garden.
- Level of risk is considered LOW.

The recommended adult/student ratio is:

- For years 1 to 3, a minimum of 1 adult to every 5 children
- For years 4 to 9, a minimum of 1 adult to 10 children
- For years 10 onwards, a minimum of 1 adult to 15 students

LIST OF KNOWN HAZARDS

Outside the Gallery/In the Garden

- Heavy and sometimes fast-moving traffic on the road outside the entrance gate to the garden and gallery
- Occasional cars moving in car park adjacent to garden
- Sharp edges and unstable construction of sculpture in garden
- Heavy plant pots and garden furniture could cause injury if misused
- Potential cuts and bruises from shrubs and other plants in unfenced flower-beds
- Potential bites or stings from insects in garden
- Sharp materials on tops of walls – climbing of these walls should be avoided

Lobby

- Potential bumps from low ceiling underneath stairs
- Potential trips and bumps from lockers and coat rail in cloakroom area
- Potential slips and falls from spillages on smooth floor
- Potential trips and bumps from furniture
- Fire – staff are trained in evacuation procedure and fire exits are clearly marked

Café

- Scalding drinks and hot food being served and consumed
- Potential slips and falls from spillages on smooth floor
- Potential trips and bumps from furniture, especially if the café is crowded

- Fire – staff are trained in evacuation procedure and fire exits are clearly marked

Shop

- Potential trips, falls and bumps on display cases and tables
- Possibility that items reached from overhead fall on pupils/students
- Fire – staff are trained in evacuation procedure and fire exits are clearly marked

Lavatories

- Potential slips and falls from spillages on smooth floors
- Possibility that pupils/students may be unable to lock or unlock the lavatory door. Please note that lavatory doors can be opened from the outside by gallery staff if this occurs
- Doors could be heavy for small children
- Fire – staff are trained in evacuation procedure and fire exits are clearly marked

Galleries

- Potential slips and falls from spillages on smooth floors, although this risk should be small as food and drinks are not allowed in the galleries
- Risk of trips and falls on relatively steep and narrow staircase. There is a rail to assist in all places
- Potential risks to those with asthma or heart problems from climbing staircases (36 steps to top galleries)
- Gallery doors could be heavy for small children
- Potential trips and caught fingers in security gates for doors and windows
- Glazed French windows in galleries at garden level. The frame pattern of these should make it clear when these are closed or open, but they could still present a risk
- Glazed windows in galleries on upper floors.
- Potential trips and bumps from benches and display cases in galleries
- Heavy sculptures being knocked and falling on pupils/students
- Potential trips and entanglement in rope barriers. Entanglement can lead to the tops of the barrier stands flying off, which could cause injury to those in the vicinity
- Fire – staff are trained in evacuation procedure and fire exits are clearly marked
- Overcrowding can increase the risk of many of these hazards, so it is recommended that groups of more than 15 students be divided into smaller groups

DISABLED ACCESS

Please note that disabled access is currently only available to galleries 1 and 2 at garden level, the café, the shop and the lavatories. In addition, access to galleries 3 and 4 via a ramp is available with assistance.

The Estorick Collection has a continually changing exhibition programme, so we remind group leaders that the above information should be taken as a general guide to the gallery only.