

Estorick Collection

Coronavirus Risk Assessment and Strategy for School and Group Visits

This document sets out the measures that will be put into place for school and group visits to the museum to manage risks of COVID-19 transmission. In carrying out the risk assessment and strategy the Estorick has reviewed applicable guidance in relation to school and group visits during the COVID-19 outbreak, including in particular:

Education and Childcare during Coronavirus: [Safe-working in education, childcare and children's social care settings](#) (Updated 7 August 2020)

[The Health Protection \(Coronavirus, Restrictions\) \(No. 2\) \(England\) Regulations 2020, law on restrictions for gatherings](#)

School group leaders are required to carry out their own risk assessment based on this information. To request a more detailed risk assessment, please contact education@estorickcollection.com.

General Safety Measures in Place

- A requirement that people who are ill, or have come into contact with someone who has COVID-19 symptoms, stay at home.
- All visitors over the age of 11 years old will be required to wear a face covering unless otherwise exempt.
- The main door will be kept open (weather permitting) during opening hours for ventilation and to reduce touch.
- Touch-free hand sanitiser is available on entry and between galleries 3 and 4.
- Signage will be displayed throughout the museum regarding distancing, hand washing and other requirements.
- 1 in 1 out procedure for toilets which will be furnished with toilet paper, soap and hand dryers with instructions on how to wash hands.
- The galleries and public spaces will be subject to enhanced and frequent cleaning.
- Visitors will be notified on booking that contact details of all those booking tickets will be retained for 21 days following their visit and will be passed to NHS Test and Trace if required. In the event of group bookings only the name and contact details of the group leader will be required.

School Workshops and Self-Guided Visits

The government is committed to doing everything possible to allow all students to go back to school safely, to support their wellbeing and education and help working parents. We want to support schools by offering them opportunities for learning outside the classroom whilst keeping the risk of transmission as low as possible.

We can accept 1 school 'bubble' with a maximum of 64 students per day, divided in two groups of 32 for a self-guided visit or workshop on Mondays and Tuesdays, when we are closed to the public. This provides school groups with exclusive use of the galleries so they can operate within their allocated 'bubbles'.

Additional Safety Measures

- All workshop activities will be risk assessed by the Estorick Education Coordinator in line with COVID-19 guidelines and school group organisers can request with any information necessary for their own risk assessments.
- Advance booking is required by emailing education@estorickcollection.com.
- Estorick education staff and volunteers will be required to wear a face covering and maintain 1-2 meter social distance from visitors where possible.
- Workshops will take place in galleries 1 and 2 and groups will be asked to split into 2 when visiting galleries 3, 4, 5 and 6 upstairs.
- Schools will be asked to bring their own tools such as pencils and scissors to the museum to limit surface contamination between individuals.
- Any workshop materials provided will be renewed, sanitised or left unused and out of reach for 72 hours before use in each workshop.
- Use of the cafe area will not be permitted but the garden (weather permitting) will be available for students to eat their packed lunches.

Group Visits

- We are accepting group visits of up to 6 people during our public opening hours. These require advance booking by emailing education@estorickcollection.com.
- Groups will be allocated a one hour slot in order to maintain social distancing.
- Groups will be asked to meet outside before entering the museum and the group leader will give their name and confirm their contact details at the front desk when signing in.
- Further Education groups (e.g. colleges, adult community learning providers) operating in 'bubbles' can visit in groups of up to 32 people on Monday and Tuesday when we are closed to the public.
- The measures and processes identified in this risk assessment will be kept under regular review and will be updated in the light of such review as and when more guidance becomes available.

Date: 17.09.2020