

Hazard Identification Sheet

The following information is intended to assist groups who are visiting the Captain Cook Birthplace Museum to put together their own risk assessments. It is important that groups put together their own assessment rather than copy ours, as visiting groups must consider all risks from their own point of view. Our risk assessments are usually written from the point of view of the museum staff and we don't consider things that may be important to a group visiting us (e.g. the journey to the museum or lunchtime arrangements.)

- There is a walk of about 5-10 minutes from Stewart Park car park up to the museum. The route passes by the animal enclosures and is along a disabled access road to the museum.
- The Captain Cook Birthplace Museum is open to the public. Groups should be aware that there might be other visitors in the museum during their visit.
- To prevent bottlenecking at the museum's entrance, it is recommended that groups of up to 30 pupils are taken into the museum's galleries at one time. Subsequent groups should go in at 10 minute intervals.
- The education space can be made available for school groups to have their lunch when booking with an education officer. This room will not be open to the public. Help to tidy this space before and after lunch would minimise the risks of slips trips and falls during the day.
- The museum is in the middle of a lovely park. There are some lovely outdoor spots that could be identified for a picnic site on a warm day.
- We request that any accompanying adults do not consume hot drinks in the rooms with the children, both during the workshops and at lunchtimes. The museum café are happy to serve hot drinks that can be consumed in the café area.
- All the electrical equipment in the museum has been PAT tested.
- The buildings fire alarms, fire extinguishers and emergency exit lights are checked on a regular basis.
- Museum staff patrol the museum's galleries on a regular basis.
- The museum staff includes qualified first aiders and there are first aid boxes throughout the building.
- The museum is on three levels, and therefore there are many flights of stairs. Lifts are available to all levels.
- Museum workshops include use of scissors, glue, paint and ink. Please contact the museum if you need further clarification about this for your individual school's needs.
- The museum workshop may include the use of google expeditions virtual reality headsets. Please advise museum staff if there are any children who may not be able to use these headsets.

- Children will have an opportunity to use virtual reality headsets. This may cause some disorientation and therefore they will only be used once the children are seated.
- A guided tour may include tasting lemon juice. There may also be some object handling including feathers, and playing of traditional games such as cup and ball.
- The museums galleries are very hands on and interactive. We encourage children to touch certain exhibits including the archaeological stratigraphy exhibit which is on some stairs.
- The toilets in the building are open to the public.