

Dear Trip Organiser

I hope the following information is satisfactory, please contact me if I can be of further help.

The enclosed risk assessment covers all the areas your school party would visit. We currently carry £15 million of insurance cover, and work closely with our Insurance brokers, the Local Authority (Powys County Council), and have consulted with the HSE. Last year we welcomed nearly 30,000 children to the complex. The enclosed documents cover all aspects of a visit to the National Showcaves Centre for Wales - the three Showcaves, Iron Age farm, Dinosaur Park, museum and craft shop, Shire horse centre and Barney Owl's play area.

All our full time staff are trained in First Aid, and there are radio communications in existence between all major areas on the complex.

If you have never visited us before, feel free to come on a preview visit. You can bring a colleague or a friend for free (please contact us via phone or e-mail for further information), thus giving you the opportunity to plan your school visit. Discover all the exciting educational exhibits we have, and satisfy yourself that all safety aspects are covered.

As the group organiser you should be aware of your helpers requirements and needs, especially relating to the Shire Horse Centre. Any helpers who are, or may be pregnant should avoid all contact with newly born lambs and their mothers to prevent transmission of the organism bovine chlamydiosis, which can cause miscarriage. (We can provide further information if requested). The cleaning of hands is essential for all who visit the Shire Horse Centre, and the necessary facilities are provided.

You can also discuss your visit with the Duty Manager who will be able to answer any questions you may have.

I look forward to welcoming you soon to the National Showcaves Centre for Wales.

Yours sincerely

James Price
Manager