

Hazard	Persons at Risk	Risk Evaluation	Alterations/Procedures
--------	-----------------	-----------------	------------------------

Notes –

- When the three caves are opened a daily check is undertaken, ensuring the following are all working/in safe order; cave lighting, torches, safety railings, pathways, audio commentaries.
- Staff training packs are designed to back up and further inform all staff of the risks and their responsibilities in the workplace.
- ‘Rules’ for the use of the playgrounds are clearly displayed for all to see and read.
- Showcaves staff check the following are all in working order - lighting in the caves, torches at the entrances, audio commentaries, pathways above and below ground are clear, the fencing/railings are secure and fit for purpose. This is recorded in a daily book.
- Please note - any groups using this risk assessment should take in to account any and all requirements that their group or individuals (within the group) may require and adjust accordingly.

Showcaves	All persons in vicinity	Light failure - LOW Locking procedures - LOW Head injuries - MED Paths/Steps - MED Flooding (during season) - LOW Bone Cave walk way - MED Rock Flakes - MED/HIGH	Back up systems are in place - battery operated lights are inside the cave, a diesel powered generator, and water powered turbine, these are set up to come on when mains power fails. Weekly tests are carried out on this equipment. See separate locking procedures for individual caves. The lighting inside the Showcaves is placed to highlight problem areas, and warnings are made where appropriate by the audio commentary playing in the Showcaves. These areas are cleaned as necessary, pictorial signs are used to indicate the appropriate footwear needed, and the fact that we are in a ‘hilly’ location. Water pumps are available to use if necessary. Staff are aware of indicators in the Showcaves, these are checked when necessary. Should the area experience high levels of rainfall, additional signs are posted explaining the need for the appropriate footwear etc. Safety helmets are provided due to low clearance of canopy. Barriers are in place stopping people, and signs also indicate the areas of danger, which are inherent natural hazards typical of a ‘wild’ cave. Rock bolting has been undertaken where required – as advised by Geotechnical experts. Daily checks are made in the caves and professional advice is sought when deemed necessary.
-----------	-------------------------	---	--

Hazard	Persons at Risk	Risk Evaluation	Alterations/Procedures
<p>Walk ways (exterior) (paths, slopes, hills, etc.)</p> <p>S.H.C</p>	<p>All persons in vicinity</p>	<p>Slipping, falling - Medium Increases when wet – Medium/High</p> <p>Ice/Snow - High (Father Christmas winter visits)</p> <p>E-Coli contamination - MED/HIGH</p>	<p>All staff receive a training pack when starting.</p> <p>Pictorial signs are used to indicate appropriate footwear, and steepness of pathways. Pathways are kept clean i.e. leaves are regularly cleaned away as required. Hand rails are provided where needed, areas where steps start are marked. Should the area experience high levels of rainfall, additional signs are posted explaining the need for the appropriate footwear etc.</p> <p>Rock salt is used to treat pathways and steps. This is used to pre-empt any freezing on pathways. In addition should there be any noticeable build up of snow/ice the pathways would be treated again. Finally, should the conditions warrant it the site will be closed should the pathways be deemed unfit for use.</p> <p>Paths are regularly cleaned to stop contamination from animal faeces.</p>
<p>Shire Horse Centre</p>	<p>All persons in vicinity</p>	<p>Animals - biting, kicking etc. - Low</p> <p>Ponds – LOW/MED</p> <p>E-Coli contamination - MED/HIGH</p> <p>Animal sheds/stables</p>	<p>Members of staff walk around the area checking the animals.</p> <p>They are clearly visible, and pictorial signs indicate their presence. Buoyancy aids are also clearly visible should they be required.</p> <p>Signs informing ALL people who enter this area to wash their hands on leaving this area are prominently displayed. An area to clean your hands is clearly visible to all. Visitors have to walk past the hand washing facilities to exit this area, an audio system plays continuously throughout the day reminding people to wash their hands. Staff discourage the eating of any food items in this area – signs also indicate food should not be taken in to this area. When visits are discussed with school groups on site they are informed no bags or food should be taken in to this area.</p> <p>These are thoroughly cleaned once a week with Jeyes fluid. In addition to this they are cleaned as required.</p>

Hazard	Persons at Risk	Risk Evaluation	Alterations/Procedures
		Animal feed – Low	Due to the high turnover of food stuffs bacterial/fungal growth within the feed is not considered a problem. All staff receive a training pack when starting.
Dinosaur Park	All persons in vicinity	Loose rocks on cliff - Medium Fencing – LOW Dinosaurs - LOW	Daily checks are made, and professional advice is sought when deemed necessary. Daily checks are made by members of staff to ensure the fencing of the area is appropriate. The dinosaurs are firmly anchored to the ground using various methods as deemed appropriate to the area. Their stability is regularly monitored, and additional securing is immediately effected when necessary.
Rock and Dinosaur Shop	All persons in vicinity	Ice Cream – Medium Electrical appliances - low Stock - medium Cabinets - low	Storage freezers are monitored daily and the temperatures recorded. Good hygiene practice is employed by staff serving ice cream All electrical appliances are PAT checked annually by an electrician. Members of staff are advised on how to lift items of stock/or to call for help. A security coded door controls access to the stock room, this is via a flight of steps - all staff are warned to take extreme care in this area. There are a number of glass cabinets used for display purposes etc. these are regularly checked for damage - any problems are immediately rectified. Wet floor signs are available to erect for use when required. All staff receive a training pack when starting.
Coffee Shop	All persons in vicinity	Everyday household kitchen risks apply - Medium	Members of staff use various methods of cooking appliances from gas hobs to deep fat fryers. This equipment is checked annually by a qualified technician. Senior members of staff hold a Basic Food Hygiene qualification, - HACCP analysis is used. All fridges & freezers have external temperature gauges, and cooked food is monitored to ensure the appropriate cooking temperatures have been reached. These are recorded. A careful check on stock rotation is made by the senior

Hazard	Persons at Risk	Risk Evaluation	Alterations/Procedures
		<p>Slips/Spillages – Med</p> <p>Lifting – Low/Med</p> <p>Play area – LOW</p>	<p>members of staff. Members of staff are advised on how to lift items of stock/or to call for help. Wet floor signs are available for staff to erect as required. The high chairs supplied are checked for their suitability on a daily basis. As soon as staff are notified/see a spillage a warning cone is placed in the appropriate area, and the area in question is then cleaned, the warning cone is left in place to ensure all are aware of any potential hazard. A large mat is in place at the entrance to the Coffee Shop to absorb any water brought in by people. Should water build up on the floor staff are directed to display warning cones, and to ‘dry mop’ the floor. Windows should also be opened to encourage air flow through the building – this helps to dry the floor.</p> <p>A pictorial poster is displayed in the Coffee Shop indicating the proper method for lifting items, this is also covered in the staff training pack</p> <p>This is checked daily and recorded, any remedial work is undertaken as required.</p> <p>All staff receive a training pack when starting.</p>
Picnic areas	All persons in vicinity	<p>Seating - Low</p> <p>Fencing - Low</p> <p>Overhead Trees - Low</p>	<p>The seating and table areas are thoroughly checked annually. A cursory check is made daily, any damage etc. is repaired immediately.</p> <p>Fences are erected on the sides of the picnic areas protecting the user from any falls. Where there is a small ‘drop’, a ‘Cock and Hen’ finish to the stonewall has been used to further deter people from walking/climbing over the wall.</p> <p>Any branches which grow to within ‘adult’ standing room are cropped back. This situation is constantly monitored and addressed as required.</p>
Barney Owl Play Area	All persons in vicinity	Tripping/Falling on pathways and aerial walkways – Medium	As it is a playground and children will be rushing around a certain number will fall etc. However, The structure is checked 3 times a day (this is recorded) to ensure all

Hazard	Persons at Risk	Risk Evaluation	Alterations/Procedures
		<p>Slides - Medium</p> <p>Floor covering – low. Fire - Med.</p> <p>Bacterial Infection – medium</p>	<p>items i.e. climb ropes, bish-bash bags, netting are in working order. Any maintenance work is carried out as soon as it is reported. Signs are present asking adults to supervise the children in their care.</p> <p>Users are instructed to make sure the slide is empty before using.</p> <p>A ‘rubber’ safety flooring is present in the play barn. No Smoking signs are present. A fire extinguisher is present in the barn.</p> <p>Emergency audio alarms are also present in the barn. The area is sprayed twice a week with a disinfectant to ‘kill’ any bacteria present.</p>
Jurassic Karting Track	All persons in vicinity	<p>Knocked over – low Injury from ‘bike’ itself - medium</p> <p>Tunnels - low</p>	<p>Speed of ‘bikes’ is low due to pedal power. The moving parts pose a typical risk of trapping a finger etc. the karting track is checked 3 times a day (this is recorded), and maintenance is carried out when necessary. Emergency audio alarms are also present in the barn.</p> <p>Signs warning children not to walk in the tunnels are present.</p> <p>Signs are present asking adults to supervise the children in their care</p>
Outdoor ‘Truck’ Area	Users	<p>Knocked over – Low</p> <p>Surface – Low/medium</p> <p>Animal faeces – Low/medium</p>	<p>As the trucks are push along/pedal power only low speeds can be obtained. The area is also small limiting a build up of speed.</p> <p>A hard surface is used to aid the movement of the trucks, it is recognised that if this area is misused i.e. running around then children could fall injuring themselves. As children have to be ‘lifted; in to this area it is assumed that parents will remain responsible for their child, ensuring the equipment is used appropriately.</p> <p>The surface used allows easy cleaning should it be required. As the area is fenced so no animals should be able to gain entry to it.</p>

Hazard	Persons at Risk	Risk Evaluation	Alterations/Procedures
Fossil House	All persons in vicinity	'Fossil Hunting' - Low	Some of the fossils 'hidden' have rough edges to them as they are natural. Providing the correct 'tools' are used to uncover them (as indicated by the signs) this should not pose a problem.
Dinosaur 'Mine'	All persons in vicinity	Injury – medium	Both tubes are inspected weekly and the results are recorded. Joints, and the climbing grips being the most important items. Signage clearly identifies how they are to be used. Padding is present when entering the tube to limit any knocks.
Museum	All persons in vicinity	Lighting levels – low Museum displays – low	The lights are low in this area, but the floor is level and flat. Lights can be switched on by the visitor at differing attractions. Any moving part is shielded from the visitor, the buttons for the visitors to press are regularly checked, and maintained as required.
Iron Age Farm	All persons in vicinity	Low	This area is fenced off restricting access
Theatre Room	All persons in vicinity	Low	This area shows a repeated 16 minute introductory film, with seating. The chairs are checked daily, any damaged chair is replaced. The television is PAT tested annually.
Cave Weddings	All persons in vicinity	Pathways above and below ground – medium. Seating – Low Candles – Medium	See existing risk assessments. In addition, the Bride/Groom are advised that they must make all of their guests aware of the walking requirements when attending a wedding. Sensible footwear is recommended to help with this. The Bride and Groom must visit the site to assess its suitability for their guests i.e. the cave environment, the pathways to the cave, before a booking can be accepted. The seats are checked each time they are put out for a ceremony, any damaged chairs are disposed of. Candles are present in the area. Larger candles line the walkway to the licensed area.– they are placed in areas deemed far enough away from guests. There are always at least 2 members of staff supervising a ceremony.

Hazard	Persons at Risk	Risk Evaluation	Alterations/Procedures
Radon Gas	All persons in vicinity	Medium/High	A ventilation system exists for all three caves, this ensures fresh air is present in the cave during opening hours. The fans are timer operated and come on automatically. To ensure the fans are working and keeping Radon levels to a minimum, tests are carried out annually in the 3 caves. This ensures the levels are below any threshold where further monitoring etc. may become necessary. All results are recorded.
Car Park Areas	All persons in vicinity	Medium/High	Coach parking is available close to the visitor attraction during school terms. Teachers must be aware that other road users will be present, and all children must be closely watched while in this area. In the peak season, a car park attendant, in a high visibility yellow jacket is present. Disabled parking is available in the 'top' car park, but during heavy demand times the lower car parks are used. The car park attendant will ensure that the roadways to the caves are kept clear for all emergency vehicles. Up to 1.00pm only cars with blue badges will be allowed to the 'top' car parks.
Gold Mine	All persons in area	General risks - Low	All items in the area are securely fastened to the walls, they can not be pulled off without a great deal of effort. These are regularly checked. A barrier stops people from entering the end of the 'mine' where the tram, model etc are.
Panning for gold	All persons in area	Slip/trip – Low Water (drowning) – Medium.	The pans used for panning for gold are securely attached to the wall, and cannot act as a trip hazard. Spillage from the troughs is monitored throughout the day. Sand and pebbles from the trough will be cleaned as required. Water will not pool in the area as it is on a slope, allowing it to run off. All children must be supervised by adults in this area – signs clearly explain this. The height of the water troughs make it very difficult for people to fall in to.

Hazard	Persons at Risk	Risk Evaluation	Alterations/Procedures
		<p>Water (contamination) – Medium</p> <p>Water Wheel – Medium</p> <p>Maintenance - Low</p>	<p>25 gallons of fresh water is added daily to the exhibit to help keep the water clean, signage tells users not to drink the water. A chlorine tablet is added to the water as and when required.</p> <p>All moving parts are behind barriers, which are behind the gold panning water troughs. This makes the area almost impossible to interfere with, due to the distance between the waterwheel and the area you stand in.</p> <p>The water wheel MUST be locked in position to ensure it can not move when ANY work is carried out.</p>
<p>Disabled Access to visitor attraction</p>	<p>As defined</p>	<p>Blind/partially sighted visitors – high</p> <p>Deaf/hard of hearing visitors – high</p> <p>Wheelchair user/impaired mobility - high.</p>	<p>Due to the irregular features of the natural cave walls, the flooring in certain aspects of the underground visit, the numerous steps on site, and the variable lighting levels underground visitors will only be allowed access on site if accompanied by a sighted person who fully understands and accepts the responsibility of accompanying a visitor with such a disability. A ratio of 1:1 is required.</p> <p>The vast majority of the interpretation on site is conducted via audio commentary, which also includes warning at the appropriate places regarding low roof levels etc. Due to this deaf or hard of hearing visitors will only be permitted access in to the visitor attraction if accompanied by a hearing person who can pass on this important information, and who fully understands and accepts the responsibility of accompanying a visitor with such a disability. A ratio of 2:1 is required.</p> <p>The visitor attraction is based on the side of a mountain, consequently there are a number of steep climbs to be negotiated, a large number of steps, and it should be noted that in general there is a lot of walking that must be undertaken to get around the site. Due to this wheelchair users will only have access to a very limited area. This is limited due to the steps within the caves and the pathway</p>

Hazard	Persons at Risk	Risk Evaluation	Alterations/Procedures
			<p>sizes within the natural cave system. It is recognised that Dan-yr-Ogof Cave can be accessed by a wheelchair for the first 200 metres (approximately), although assistance will be required to do so. The steepness of the hills on site stops wheelchair users from accessing the other attractions, as a significant risk to all visitors is identified should a wheelchair user lose control of the aid whilst in these areas. A pathway allows safe access to the Shire Horse Centre area.</p> <p>Visitors with mobility aids will have varying degrees of access to the site depending on their individual needs. These will be assessed on a case by case basis.</p> <p>All decisions will be taken solely on the Duty Managers assessment of the disabled persons requirements, and how they can be accommodated within the risks attributed to a visit here, ensuring the prevention of accidents – a stipulated goal of our health and safety policy.</p> <p>Signage regarding accessibility on site can be seen prior to purchasing a ticket. The promotional leaflet and website also carry information regarding access for disabled visitors.</p>