



BRADING ROMAN VILLA

Safety Information for Educational Groups

Teachers and group leaders are required to complete their own risk assessment before visiting any site (for guidance please refer to Department of Education advice – updated Jan 2016 and ‘School Trips and Outdoor Learning Activities’ HSE 2011. The responsibility for the risk assessment for each individual educational visit rests with the group leader of the school or tour operator.

All group leaders visiting Brading Roman Villa are offered a FREE planning visit in order to conduct their own risk assessment. However, the following ‘Safety Information Guidelines’ have been designed to assist with completing your own risk assessment.

Brading Roman Villa is a Grade 1 listed Scheduled Ancient Monument, SM 30278 (Isle of Wight Number 35). A modern timber building incorporates a visitor centre and an exhibition around the remains of the Romano-British courtyard style villa. The modern lighting, alarm systems and emergency exits comply with the Building Regulations 2004. The site is completely fenced off. Dogs on leads are permitted in the grounds, guide dogs are permitted in the grounds and visitor centre. There is a strict no smoking policy within the building. Emergency vehicles have access via the entrance path from the car park or the service road to the south of the visitor complex. The site is owned and operated by the Oglander Roman Trust, a private charitable trust, which carries public liability insurance cover.



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Safety Information Guidelines

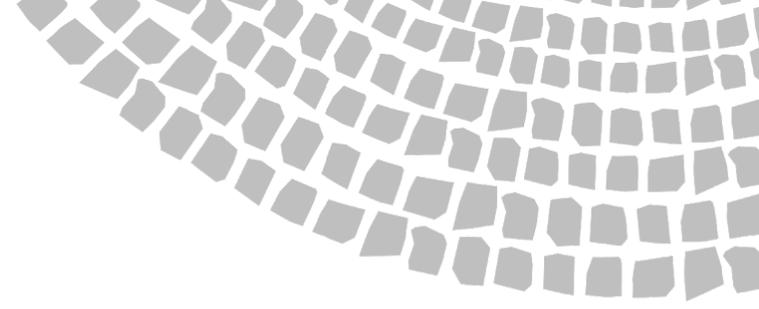
Brading Roman Villa, Morton Old Road, Brading, Isle of Wight PO36 0PH

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Description of area	Possible hazards/risks	Control measures
<p>1. Car park and entrance The car and coach parking areas have a gravel surface and are reached by a tarmacked entrance road with passing bays. The parking area is level with kerbed edges. The main entrance to the villa site is by a stone surfaced pedestrian path, 4 metres wide with brick edges. This leads directly to the Visitor Centre via automatic glass double entrance doors.</p>	<ul style="list-style-type: none"> • Moving vehicles. • Trip and slip hazards – kerbs. 	<ul style="list-style-type: none"> • Appropriate signage. • Pavements and marked walkways. • Coach drivers to drop children at the entrance path if required.
<p>2. Grounds The grounds surrounding the Visitor Centre are grassed areas. To the north of the centre is some exposed archaeology at ground level. Here there is a corrugated iron cover building protecting the remains of a Roman hypocaust and a Roman well, covered with a metal grille. To the north-west is an events arena; a raised earthen horseshoe shaped area to the north. There are several picnic benches around the grounds. To the west is an area of ungrazed meadow containing natural and concrete installations. In front of the visitor centre is a small Roman style garden.</p>	<ul style="list-style-type: none"> • Trip and slip hazards – ground level archaeology, undulating ground. • Steep sides in events arena. • The well has a 50cm high circular brick wall surrounding it. • Natural and concrete installations – possible risk of trips and slips. • Ungrazed meadow will contain pollen at certain times of the year also risk of insect bites and stings. 	<ul style="list-style-type: none"> • Signage to warn of uneven ground. • Teachers to brief pupils on safe and sensible behaviour in events arena, around the well and around the natural and concrete installations (Medusa Meadow). • First aid kit to be accessible at all times.
<p>3. Visitor centre The pathway from the car park leads visitors directly to the automated glass double entrance doors into the Visitor Centre. The visitor centre consists of a foyer, shop, toilets and staff offices. There is a fire exit to the rear of the centre leading out into the grounds.</p>	<ul style="list-style-type: none"> • Trips and slips – linoleum floor can be slippery if wet. • Fire. • Glass doors. 	<ul style="list-style-type: none"> • Floor dried if wet. • Fire exits visible. Fire certificate. Staff trained in fire procedures. Fire extinguishers on site. Fire muster point in main car park. • All glass doors have markings.



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<p>4. Exhibition Double glass doors lead from the visitor centre into the exhibition. This area comprises the archaeological remains of the Villa, display cases, mounted display boards and children's interactive area. The archaeological remains are viewed by walkways with handrails and restraint wires. There are two fire exits leading out into the grounds.</p>	<ul style="list-style-type: none"> • Trips and slips – steps (not generally accessible to the public), children's interactive mosaic board. • Glass panels around walkway. • Restraint wires only on last section of exhibition walkway. • Glass display cases. • Large stone artefacts at floor level. • Extremes of temperature in the building. 	<ul style="list-style-type: none"> • Steps with handrail and edges marked with white paint (roped off to the public). • Teachers to ask pupils to walk carefully around the exhibition, no running at any time. • Teachers to ask pupils to take care when looking into glass cases. • Pupil child ratios adhered to for supervision purposes. • 'Please do not touch' signs around artefacts accessible to public. • Lighting to prevent trips and slips, handrails and restraint wires to prevent access to the public. • Teachers informed of temperature and requested to pupils to bring appropriate clothing.
<p>5. Education room The education room is situated towards the back of the café. It is accessed from the outside of the visitor centre via a brick walkway. It contains tables and chairs, a sink with hot and cold water and storage cupboards. There are two radiators. Two fire exits leading to the grounds.</p>	<ul style="list-style-type: none"> • Trips and slips around room, edges of tables and chairs. • Radiators. • Water at sink. 	<ul style="list-style-type: none"> • Teachers to ask pupils to take care when moving around the furniture. • Radiators kept at regulated temperature. • Sink not to be used by pupils unless supervised by an adult.