

**Mountfitchet Castle & Norman Village Of 1066. Stansted Mountfitchet, Essex. CM24 8SP**

**RISK ASSESSMENT    Prepared January 2019**

1. The Castle is an outdoor site, built on a steep slope, with some areas of the ground uneven and including some rabbit holes. The palisade fence and some of the buildings are constructed of rough sawn timbers and some areas are cobbled. In wet weather, the slopes and cobbles can become slippery, as can steps leading to some exhibits and look-out towers.
2. The complex includes two fenced ponds, which are approximately 18" (45 cm) deep.
3. There are low beams in the Grand Hall and in the doorways to some of the houses.
4. Open log fires are in operation (some behind barriers and one in the open) within the complex and all visitors must refrain from climbing over all safety barriers or approaching the log fire in the outer bailey.
5. A wide variety of animals and birds roam freely throughout the site. All visitors must wash their hands thoroughly after coming into contact with them. All visitors must not go beyond any barriers containing pens or chicken houses or come into contact with any animal bedding.
6. There are some exhibits on site with moving parts (e.g. head stocks, foot stocks and grindstones) and appropriate care must be taken with these artefacts.
7. Generally, the Castle and its Village is an open site covering approximately ten acres; children must be made aware of these risks by group leaders, and schools and other visiting parties are asked to bring an adequate number of accompanying adults to supervise the children in their care.
8. The village is surrounded by a fence, which is topped in some parts by sharp security wire.
9. The designated coach park is situated approximately 150 metres from the Castle entrance and the pedestrian approach is via the perimeter of a pay-and-display Car Park. However, on the majority of occasions, coach drivers can stop to allow the children to alight directly outside the Castle.
10. There are several photo opportunity structures and users must use these structures with due care and only for the purpose they have been built. Care must be taken whilst inserting and withdrawing your head. All children must be supervised at all times.
11. The visitor centre at Mountfitchet Castle houses a café, some of the food products on offer will contain food allergens such as nuts. Also animal food is sold in small bags; these may also contain food allergens.
12. Within the Picnic area are two wooden play structures, a miniature castle and a part Viking boat. Children must be supervised at all times to ensure they do not try to jump off or otherwise misuse these structures.
13. The above are the risks assessed by us, but group leaders *should* make a pre-visit to the site to identify the risks for themselves and details can be obtained by ringing the Visitor Office on 01279 813237.

**House On The Hill Toy Museum, Stansted Mountfitchet, Essex, CM24 8SP**

**RISK ASSESSMENT    Prepared January 2019**

1. Care must be taken with the graduated steps on the approach to, and departure from, the Toy Museum – especially in inclement weather.
2. Inside the Toy Museum, the majority of exhibits are housed in display cabinets constructed of thick plate glass, and it is obviously inadvisable to lean against or otherwise mistreat these cabinets.
3. The Museum is on two floors and care must be taken with the stairs at either end of the building which lead to the first floor, as well as a couple of steps on the Ground Floor.
4. The designated Coach Park is situated approximately 200 metres from the Toy Museum entrance and the pedestrian approach is via the perimeter of a pay-and-display Car Park. However, on the majority of occasions, coach drivers can stop to allow the children to alight directly outside the entrance to the Museum.
5. There are several photo opportunity structures and users must use these structures with due care and only for the purpose they have been built. Care must be taken whilst inserting and withdrawing your head. All children must be supervised at all times.
6. The above are the risks assessed by us, but group leaders *should* make a pre-visit to the site to identify the risks for themselves and details can be obtained by ringing the Visitor Office on 01279 813237.