

Health and safety at the Pier

Successful management of Health and Safety is of key importance to all the Clevedon Pier Heritage Trust's goals. The Trust aims to protect the health, safety and welfare of employees, volunteers and all visitors to its facilities.

The Trust seeks to comply fully with the requirements of the Health and Safety at Work Act 1974 and any other relevant statutory requirements. The legal requirements are regarded as a minimum standard and the Trust will adopt current best practice in protecting all personnel and visitors. In particular, the Trust will:

- provide and maintain plant, equipment and systems of work that are safe and without risk to health;
- maintain the Pier in a condition that is safe and with minimal risk to health;
- provide information as is necessary to ensure health, safety and welfare of visitors
- ensure that visitors are not exposed to risks to their health and safety as a result of the Trust's activities.

The Pier is operated by both professional staff and volunteers who must:

- take reasonable care of themselves and of others who may be affected by their actions;
- familiarise themselves with relevant equipment and not misuse anything provided for Health and Safety;
- attend any support, training or supervision sessions necessary in order to meet Health & Safety requirements.

Rules for visits by schools to the Pier

Successful management of Health and Safety is of key importance to all the Trust's goals. Therefore, the Trust aims to protect the health, safety and welfare of employees, volunteers and all visitors to its facilities.

The Pier is a regional heritage and leisure attraction with over 100,000 visitors a year. It is likely that most school's visits will be at time when members of the public are visiting the Pier so the following rules are designed both to ensure the safety of pupils and to avoid any inconvenience to other visitors or disruption of the Pier's normal operation. The rules are as follow:

- The visiting school has responsibility and associated liability for the health and safety of their pupils and staff.
- The instructions of the Trust's Duty Manager must be complied with at all times.
- Schools will be sent by email this document and an accompanying guide with information relevant to a school carrying out its own risk assessment. Schools are asked to acknowledge receipt of these documents and by doing so agree to abide by the rules for visits.
- The Trust requires at least one adult to every 10 children
- Standing on the seating along the Pier or climbing on the barriers is high risk and is strictly forbidden.
- No running under any circumstances. Parties of children should be organized into manageable groups and be with a responsible adult at all times.
- Be aware that there are gaps in the planking along the Pier and so there may be children who find this alarming or even suffer from acrophobia.

- In wet conditions the planks can be slippery so children should be made aware of slip hazards. Note that bad weather can cause the Pier to be closed at short notice.
- Bikes, scooters and balloons are not allowed on the Pier.
- No item should be thrown from the Pier.
- Smoking is not allowed anywhere on the Pier because of the fire risk.
- School's groups are asked to avoid causing blockages to the free flow of individuals along the Pier. Larger groups of children are best gathered at the end of the Pier.
- There are toilets on the Pier which the group can use but we ask that no more than two children at a time are sent.
- The Pier expects school groups to be well-behaved and not be a cause of distress to other visitors. The Pier reserves the rights to curtail visits.
- The Pier requires that all visits are made with the school having made their own risk assessment, already has in place safeguarding policies, has persons suitably trained in first aid, and appropriate DBS checks for adults in charge of the group.
- Please find below a table of identified hazards, mitigation measures and expectations of school visit leaders. Note that these are guidelines and the school is expected to carry out its own risk assessment.

Area of the pier	Identified Hazard	Existing Control Measures	Action required by school
Area in front of the pier	Main Road and nasty bend	Parking area outside is wider to enable coach drop off	Pupils should be accompanied by adults at all time Identify specific drop off and collection points
Pier Entrance	Pier Toll Shop entry is narrow and small	Groups will enter through the small gate at the northern side of the entry point.	Please ensure all pupils enter at the same time. Pupils should be accompanied by adults at all time. Pupils should be accompanied
Pier toilets	Spiral staircase below deck	A hand rail is provided and there is disabled access via a lift	Pupils below age 13 should be accompanied by an adult. We ask that no more than two pupils use the toilet at any one time
The pier	Planks may be slippery	All visitors are made aware that in wet conditions planks may be slippery.	Pupils are reminded to walk at all times and therefore no running at any time on the pier. Pupils should be accompanied by adults at all times.
	Acrophobia or vertigo	Not applicable	Please make all pupils aware of the drop and make parents aware in school risk assessment.

			Keep all children close to the available staff. Ensure you a higher than usual ratio of staff for very young visitors.
	Drop down to the sea	Seats around the side of the pier are not to be stood on at any time	Ensure all pupils are aware that all seats are to be sat upon and all pupils should be accompanied by adults at all times.
	Congestion of people/bags etc on narrow area	Use the Pagoda or Toll House end of the pier	Keep all large group discussions at either end of the pier - ensure that the pier is clear of any obstructions and large groups at all times. Pupils should be accompanied by adults at all times.
	Risk of getting high heels or unsuitable footwear caught in pier planks	High heels are not suitable (or safe) in the Bell Room on the pierhaed.	Pupils should be asked to wear suitable flat footwear for any visit to the Pier.
Viewing and observing from Pier	Standing on the Pier side benches Climbing on external barriers	Standing on the benches and climbing on barriers is strictly forbidden.	All teachers are to be made aware of this. Teachers are asked to explain to their pupils that it is forbidden and take immediate action if they see any pupil starting to climb or stand up.
	Risk of falling into Bristol Channel	Barriers and the arrangement of seats on the Pier mitigate risk	Please ensure everyone is made aware of this risk and that no one should stand on the benches or the barriers on the pier. Pupils should be accompanied by adults at all times. Pupils should be warned about this risk and properly supervised by the teachers.
Leaving the pier in an emergency	Fire or an emergency on the pier.	Follow Exit signs at the Toll House end of the pier. Fire Marshalls will indicate route.	All pupils must be accompanied by adults at all times - they should be walked to the Fire Evacuation Point (in front of the pier)