

Stephenson Steam Railway – Active Explorers Workshop Hazard Identification

Updated April 2026



STEPHENSON
STEAM
RAILWAY
NORTH TYNESIDE



Please note:

- This is **not** a risk assessment. As stated in the Department of Education's 'Safe Keeping' publication, “the group leader should carry out a risk assessment”
- In the case of an emergency please contact a member of staff
- North East Museums highly recommends that group leaders conduct preliminary visits
- Group leaders should take the behaviour and ability of their group into consideration when compiling a risk assessment
- It is the responsibility of the group leader to monitor the behaviour and safety of their group.
- This Hazard Identification highlights the everyday risks that groups may incur. Please telephone Stephenson Steam Railway, 0191 277 7135 to enquire about possible building work taking place or hazards in temporary exhibitions.

Hazard identification	Risk and to whom	Existing control measures set up by North East Museums	Further action to be taken by the school / group leader (add own comments)
<p>Museum Grounds</p> <p>Vehicles moving past the main entrance (shared access to others groups occasionally)</p> <p>Uneven paths</p> <p>Sleeper edges</p> <p>Litter, hazardous plants materials on pathway</p>	<p>All staff and visitors</p> <p>Being hit by moving vehicle.</p> <p>Trips, falls and injuries on uneven paths around site.</p> <p>Trips, falls and injuries from children trying to balance/walk on sleeper edges.</p> <p>Tripping on litter and plants in Museum grounds. Contact with animal poo. Standing on glass, nails in outdoor areas</p>	<p>Vehicle entry gates closed and traffic barriers in place.</p> <p>Children and teachers advised to take care on uneven ground and told never to run on the site. Signage in place and children advised to keep to the path.</p> <p>Children advised to take care and not run.</p> <p>Litter and hazardous plants removed as far as possible. Site checked on the day of visit for hazardous objects on paths. Dogs prohibited from Woodland area. Children advised to tell adult if they see hazardous material and not to pick it up.</p>	<p>Adult supervision at all times.</p> <p>Children to be supervised at all times by school staff and to escort the children into and out of the building.</p> <p>Sensible appropriate footwear to be worn. Children to be supervised at all times.</p> <p>Teacher discretion as to whether they can balance/wall on sleeper edges. Adult supervision at all times.</p> <p>Children to be supervised at all times.</p>

<p>Step access to Cinder Path</p>	<p>Tripping, slipping on stairs to cinder path</p>	<p>Dangerous areas fenced off. Children and teachers advised to wear suitable clothing and footwear.</p> <p>Children instructed to take care on steps and told not to run. Steps monitored, cleared of snow or ice and gritted. Steps closed off to public in extreme weather conditions. Steps to be kept clear of brambles and weeds.</p>	<p>Children to be supervised at all times</p>
<p>Meadow area- Butterfly mounds and stumpy area</p>	<p>Cuts or injuries from climbing on these areas</p>	<p>Children told not to climb on butterfly mounds and to keep out of the stumpy area (this area is roped off) and advised to take care near these areas advised to take care in this area. Children should keep to path.</p>	<p>Children to be supervised at all times.</p>
<p>Fungi</p>	<p>Poisoning from ingestion</p>	<p>Children told not to touch or to try and eat any of the fungi or any of the other plants on the woodland walk.</p>	<p>Children to be supervised at all times.</p>
<p>Tree samplings in canes</p>	<p>Injuries to eyes</p>	<p>Children advised to keep away from tree samplings to allow them to grow and not to run near them (otherwise they may poke their eyes on canes).</p>	<p>Children to be supervised at all times.</p>
<p>Part of the Arts and Heritage trail area and the sensory area are still under construction</p>	<p>Trips and falls and injuries from going</p>	<p>Children advised to keep to path. Areas under construction will be fenced off so that children cannot access them.</p>	<p>Children to be supervised at all times.</p>

<p>Volunteers working on site</p>	<p>into areas which are under construction</p> <p>Injuries and accidents from picking up and trying to use tools</p>	<p>Volunteers told not to leave tools around on areas where groups will be working. We will try to fence off areas where they are working or if this is not possible make children aware of anyone working on our site.</p>	<p>Children to be supervised at all times.</p> <p>Children to be supervised at all times.</p>
<p>Moving around woodland walk area</p>	<p>Cuts or stings from thorns, sharp plants, stinging insects.</p>	<p>Sharp, stinging plants and stinging insects pointed out to children to help identify and told not to touch these. Children told to ask first before picking something up if they don't know what it is.</p>	<p>Children to be supervised all the time.</p>
	<p>Slipping into pond</p>	<p>Children instructed to keep to the paths and not to run near the pond. Fence around pond.</p>	<p>Children to be supervised all the time.</p>
<p>Museum artefacts on display- some of these have sharp or rusty edges.</p>	<p>Cuts, injuries from climbing on artefacts</p>	<p>Children told not to climb on or touch artefacts, advised to take care near artefacts and to keep to paths. Trained first aid staff on site. First Aid kit in Museum.</p>	<p>Children to be supervised at all times and told not to climb on artefacts</p>

<p>Overhanging branches and tripping over brambles</p>	<p>Injury from overhanging branches or brambles</p>	<p>Staff and volunteers maintain foliage and cut back. Pre-visit route check carried out. Trained first aid staff on site. First Aid kit in Museum.</p>	<p>Children to be supervised all the time.</p>
<p>Woodland walk activities- Mini beast collecting, collecting natural materials, making natural art pictures and sculptures and scavenger hunts with materials</p>	<p>Children getting lost/wandering off.</p>	<p>Site gates kept shut during school visit. Children told to stay with their group and supervising adult and not to wander off.</p>	<p>Children to be supervised at all times. Teachers responsible for head counts.</p>
<p>Weather conditions</p>	<p>Risk of stings, bites, cuts from insects or sharp, thorny plants. Contact with animal faeces</p>	<p>Sharp, stinging plants, other hazardous plants and stinging insects pointed out to children to help identify and told not to touch these. Children told to ask first before picking something up if they don't know what it is. Children told to avoid animal faeces. Dogs prohibited from Woodland area. Children instructed to wash hands thoroughly with soap after activities.</p>	<p>Children to be supervised at all times.</p>
	<p>Exposure to the elements. Heat exposure, wind, getting 'wet', sunstroke, sunburn, colds and chills.</p>	<p>Appropriate wet weather clothing and footwear to be provided by the museum.</p>	<p>Children to be appropriately dressed for the weather. This includes suitable footwear (wellies/boots) and a waterproof coat and is the responsibility of accompanying adults. In hot sunny weather we advise sun hats and sun cream to be worn at all times.</p>

Building of dens for insects –	Injuries to eyes from poking sticks or other materials in them	Learning staff will try to ensure any sticks which are used are not sharp.	Children to be supervised at all times and to be supported by school staff to make dens for insects.
Crushing of herbs (when making potions)	Ingestion	Children instructed not to eat any of the herbs that they will be crushing.	Children to be supervised at all times.
Equipment- being broken or damaged	Minor injuries	Learning staff to regularly check equipment and dispose of any equipment which is broken or damaged.	Children to be supervised by teachers and accompanying adults and to report any broken or damaged equipment.