

## Farnham Geological Society Event Risk Assessment and Itinerary

*Leader to complete before the event and send to Field Trip Secretary for approval. If possible, upload to the FGS website and circulate to those who have expressed an interest before the event. Make available to the attendees at the event where the leader will sign it.*

Event: Visit to Etches Collection

Location: The Etches Collection Museum of Jurassic Marine Life, Kimmeridge, Wareham BH20 5PE

Date: Sunday 19<sup>th</sup> May

Leader(s): No leader other than Tessa Seward as organiser

FGS Field Trip Secretary: Tessa Seward

Email: wessa2006@hotmail.co.uk

Tel: 07498 219007

Aim of Event: To view the collection of late Jurassic age fossils housed by the museum and the interactive displays

Start location: The Etches Collection Museum of Jurassic Marine Life, Smedmore and Swalland Private Road, Kimmeridge, BH20 5PE  
Grid Ref.: SY916798

Start Location "What3Words" if available: indoor.yield.mock

Local Hospital details and phone number: Dorchester A &E, Williams Ave, Dorchester DT1 2JY 01305 251150

**Itinerary, including length of any walking, terrain and any obstacles likely to be encountered\*:**

This is a morning visit to view the collection of fossils and exhibits at the Museum of Jurassic Marine Life near Kimmeridge village. The visit forms part of a full day trip and in the afternoon we will walk along the Fleet near Wyke Regis to study the sedimentary rocks and fossils, for which there is a separate itinerary and risk assessment.

The museum visit will take approximately 1 ½ to 2 hours after which we will need to leave promptly in order to arrive at the Chesil Beach/Ferrybridge Visitor Centre in time for the start of the afternoon walk (see separate risk assessment).

There is also a gift shop at the museum if time allows

Start Time: 09.45 am in readiness to enter museum promptly at 10.00am Estimated Finish time: 11.30 to 12.00 midday

Lunch and Toilet Arrangements: I suggest you bring a packed lunch which would be best consumed once having reached the Ferrybridge Visitor Centre in order to ensure arrival in time for the afternoon walk.

Toilets are available on site at the museum.

### **Field Equipment Needed and Health and Safety Requirements**

Ensure that you are suitably equipped for the conditions on the day. It is your responsibility to follow any recommendations given by the Leader(s) both on the risk assessment and the actual day itself. **Leaders may refuse attendance if proper gear is not worn. It is also your responsibility to carry your own first aid kit, and any medical supplies that you may need.**

### **Insurance information etc.**

All trips are open to members, friends and other societies. Visitors/ guests will be charged a small temporary membership fee per day to ensure coverage on FGS public liability insurance. FGS has Public Liability Insurance cover for field and indoor meetings. Each person attending a field meeting does so on the understanding that they attend at their own risk. Please be aware that FGS insurance does not cover personal accidents - Personal Accident and Personal Liability cover remain the responsibility and personal choice of the participant.

Own transport will be used on all trips unless stated otherwise - some trips will be car sharing and if you offer lifts to others, please ensure that your insurance covers you. It is the driver's responsibility to ensure that all passengers must wear a seatbelt. (Note – it is the law that passengers must be wearing a seat belt at all times, unless holding an exemption certificate when the passenger must sit in front seat).

Leader's Signature: .....

Date: .....

## Risk and Hazard Assessment

The FGS Field Trip Secretary/Organiser, the Leader(s) and all attendees should be constantly reviewing the conditions at the event and conducting Dynamic Risk Assessments at all times. The FGS Organiser may ask the Leader to alter the Itinerary or to stop the event should any unforeseen issue arise on the event.

**Please list all risk and hazards (low, medium or high) plus steps that will be taken to control level of risk (Examples of common risk/ hazards as per the FGS guidelines emailed to leaders by the FGS Field Trip Secretary are given below and should be included as appropriate). Additional potential risks/ hazards particular to more specific location types are also outlined in the Guidelines and should be included below if applicable .**

**Weather e.g. cold, wind, sunlight, heat: Not applicable**

**Water e.g. deep water, moving water, freak waves, tides : Not applicable**

**Terrain e.g. steep ground, uneven /unstable surfaces, rockfalls, slippery ground**

Museum car park surface is compressed aggregate so may be uneven in places. Please be aware of the possibility of uneven surfaces and watch your step.

**Traffic e.g. risk of collision, no pavement, poor visibility**

Car park is small and likely to be busy. Be watchful of vehicles manoeuvring etc.

Car sharing if possible is encouraged by the museum to maximise spaces. Please inform Field Trip Secretary if you are happy to car share by offering a lift/ accepting a lift and Tessa will put members in touch.

**Other Hazards (not in Guidelines). Please list any other risk/ hazards plus steps that will be taken to control the level of risk**

**Please recommend the likely and suitable field and safety equipment required for the event. Leaders are entitled to refuse attendance if proper equipment is not worn or carried by attendees on the day.**

Leader's Signature: .....

Date: .....