



Lancashire Police Museum: Advice for School Visits

Please note this is not a risk assessment. Group leaders should follow Department for Education and local authority guidelines to write their own.

- Lancashire Police Museum is on the first floor and there is no lift access.
- We are open on Thursdays and Fridays from 10.30 to 4pm (closed for lunch between 12.30 to 1.30). Admission to the museum is free for all.
- There is no space available in the museum to leave coats or bags.
- Group leaders must stay with their group at all times to ensure their health and safety and monitor students. The school or educational establishment may be invoiced if there is damage to the museum.
- We will ask for a mobile phone number from the group leader for use in case of emergency.
- There is information on our website on parking arrangements:
[Plan Your Visit | Lancashire Police Museum](#)
- First Aid is provided by the gatehouse, Lancaster Castle (where there is a defibrillator).
- Lancashire Police Museum is covered under Lancashire Constabulary's public liability insurance (£50 million)

Hazard identification	Risk	Existing control measures at the museum
Fire or major incident	Death or serious injury	Emergency exits are clearly marked Museum staff are trained and practised in managing evacuations. In the event of the fire alarm sounding, follow the museum staff to the three emergency exits. The fire exits will be shown on entry to the museum.
Slips or trips	Minor	There is a small step to each cell and a "Watch step" sign on each step. Spillages will be dealt with promptly by museum staff