

Cambridge Physics Centre at the Department of Engineering CB2 1PZ 6pm to 7pm, Thursday November 9th 2017

Warning: The Department of Engineering is located in the city centre, traffic jams are unavoidable. Allow plenty of time for your journey. In the unlikely event that you arrive early, the usual teas, coffees, biscuits and a physics quiz will be on offer, with the added bonus of tours of some undergraduate teaching areas led by real live undergraduates.

This long-running sixth form physics lecture series has been bumped out of its regular home at the Pippard Theatre, Cavendish Laboratory. For one night only, CPC is visiting Engineering Maria Kettle, Outreach Officer, Department of Engineering is a workplace first aider and will be in attendance throughout the event.

Time	Activity	Location	People	Hazards	Mitigation	Likelihood	Severity	Risk = likelihood x severity
1715 onwards	Minibuses and attendees arrive on site, people move to LTO	Roads around the site	People attending the lecture	Moving minibuses and people, no pavements on this site	Volunteer stewards in Hi-viz waistcoats to direct traffic and send pedestrians across the courtyard to LTO. Ensure access to Architecture's car park is not blocked.	1	2	2
	Coaches and large buses deliver people to the lecture	Trumpington Street	People attending the lecture	Engineering's site is too congested to accommodate coaches and large buses. There is not space to drive around the corners	Passengers should be dropped on the north-bound side of Trumpington Street near our aluminium spiral sculpture on arrival and collected from the south-bound side. Trumpington Street is the quietest public road around our site and has a helpfully placed "green man" crossing for access to the south-bound side.	1	1	1
	Tea, biscuits, quiz	LR4, Foyer	Early arrivals for the lecture	Scalds	Have first aid pack available. Use the tap in the courtyard to run copious cold water on any scald	1	1	1
	Loos	Basement	People attending the lecture	Lift access only for the multi-access loo OR level access accessible loo available in the JDB behind swipe card access	None needed	1	1	1
	Guided tours of the DPO, Dyson Centre and library	Main stairs DPO, Dyson Centre, Library	Early arrivals for the lecture.	Strangers wandering around the Department, all the	No self-guided tours can be permitted. All groups must be guided by a student volunteer. Group size must be restricted to about 10 people and not more than 15.	1	1	1

Signed: _____ Date: 17th October 2017

Mr Ian Slack, Safety Officer, Department of Engineering, University of Cambridge