

General Risk Assessment for the Norwich Astronomy Society - Seething Observatory

The Norwich Astronomical Society is a registered charity with a requirement to provide outreach activities for the local area. This includes providing facilities for group visits and open weekends. It also has a thriving membership. The observatory is open every Friday plus any times required for the group visits and open weekends. Some members of the society have possession of keys and can enter the observatory at any time.

Both the group visits and open weekends involve the society members providing lectures, astronomical equipment, and general support to members of the public. The observatory also has ad-hoc visits by members of the public on club nights.

Scoring

Severity	1	Minor	No injury sustained
	2	Medium	Small injury, bruise, cut or laceration
	3	Major	Serious injury, broken bones, major laceration, ambulance called.

Likelihood	1	Unlikely	Very low probability, but possible.
	2	Possible	50/50 chance
	3	Probable	Very likely to happen, in the life time of the society

Likelihood is an estimate based on a period of a single calendar year.

Significant hazards :-

- ⤴ Darkness
 - The nature of the activity means this is unavoidable. White lights installed in the clubhouse. Red lights are installed in the club house and the pathways, and emergency lighting installed as a backup in the clubhouse

- ⤴ Uneven surface
 - Outside the observatory buildings. The vast majority of the observatory site is ground, with concrete and gravel pathways to the observing areas.

- ⤴ Electrical equipment
 - All the telescope domes contain electrical equipment, along with the clubhouse. Some of this is low voltage, but most of it is mains voltage.

- ⤴ Heat
 - The clubhouse has radiant heaters of 3kw, and a 3kw fan heater. In the kitchen area it is limited

to the equipment providing hot drinks and food.

▲ Standing equipment

- members telescopes but these are restricted to the concrete pads provided for the purpose, and the viewing area to the west of the site. The Springfield telescope has a raised platform installed around the telescope.

Hazard	Controls	S	L	S x L	Additional Controls	S	L	S x L
Darkness internal	Internal lighting and emergency lighting.	2	1	2	Additional emergency lighting to provide an even lighting throughout the clubhouse and adjoining rooms	2	1	2
Darkness External	On the occasions of group visits and open weekends, these lights are switched on. The lighting is adequate to highlight the pathway for visitors	2	2	4	Additional path lighting extended beyond the main concrete pathway.	2	1	2
Uneven Surface	Portable torches are available in the clubhouse for emergency use. Path lights provided during group visits and open weekends	2	2	4	Members of the public recommended to bring red torches for their own use.	2	1	2
Electricity	The observatory electrics are subject. All appliances electrics are controlled by 30ma Residual Current Device (RCD)	2	1	2	None.			
Electrical Equipment	Portable Appliance Testing carried out annually. Electrical equipment only operated by authorised society members No one under 16 allowed in kitchen	3	1	3	None.	3	1	3
Heaters	Heaters all raised above reach level.	3	1	3	Replacement of heaters with low heat appliances (e.g. underfloor heating)	1	1	1

Hot water and cooking facilities	Hot water and cooking facilities only used by authorised society members No one under 16 allowed in kitchen	3	1	3		1	1	1
Standing equipment	All telescopes attended by society members during the group visits and open weekends. Small groups and individual members of the public escorted around the site.	2	2	4	Additional external red lighting provided to pads and west observing area. Warning posters highlighting low light levels and precautions to be taken while outside in the observing areas.	2	1	2

All scores of 4 and above are considered significant and the addition controls suggested should be given due consideration. However, the additional controls may be beyond the resources available to the society and therefore would not be reasonably practicable.