

King Arthur's Labyrinth, Bards' Quest and Corris Craft Centre

Safety Information for Schools

Safety Statement	<p>Corris Caverns Ltd, the operators of King Arthur's Labyrinth and Bards' Quest and the owners of the Corris Craft Centre, fully accepts its responsibilities under Health and Safety Legislation. A Health and Safety Policy is in place together with written risk assessments undertaken in respect of our legal duties relating to persons other than employees (i.e. visitors) coming onto our site and using our facilities.</p> <p>Your safety and health whilst at King Arthur's Labyrinth, Bards' Quest and Corris Craft Centre is of utmost concern to us. We have worked closely with the Health and Safety Executive and Local Authority regarding health and safety matters and want to ensure that your visit is a fun, enjoyable and learning experience.</p> <p>We operate a policy for staff recruitment, training and assessment which ensures that all staff with a responsibility for the safety and welfare of visitors are qualified to undertake the duties they are assigned</p> <p>Schools are informed of the following details which will aid the undertaking of their own school 'educational visit' risk assessment for the purposes of their visit. We are happy to provide any further information or answer any queries. Contact information is given below</p>
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Background	
Experience	Corris Craft Centre has been open since the early 1980s and King Arthur's Labyrinth was opened to the public in 1994. Both attractions have been operated successfully by the same operators since 1996.
Venue Details	<p>King Arthur's Labyrinth takes visitors on an exciting underground journey by boat and foot into tunnels and caverns where traditional Welsh legends from the Mabinogion and other sources are told using tableaux, light and sound.</p> <p>A further attraction, Bards' Quest is above ground and visitors are invited to search for lost legends, listen to them and, in doing so, help to keep them alive for future generations. Bards' Quest is on level ground with access along gravel paths.</p>

	<p>The Craft Centre has a range of craft workshops which are leased by independent craft producers who manufacture and sell their goods at Corris. There is a café serving food with a Welsh theme and the reception and shop of King Arthur's Labyrinth is also based within the Craft Centre.</p> <p>In the grounds of the Craft Centre there is a small children's play area most suitable for primary school age.</p>
Visitor Numbers	Annually we receive approximately 80,000 visitors to the Corris Craft Centre and, of these, around 42,000 visit King Arthur's Labyrinth and over 50 school visits
Suitability	King Arthur's Labyrinth and its attractions are considered suitable for pupils of all ages and abilities.
Contact Information	<p>We look forward to welcoming you. However, if you wish to discuss aspects of your visit or would like to arrange a pre visit please do not hesitate to contact Ian Rutherford on info@kingarthurslabyrinth.co.uk or 01654 761584.</p> <p>We provide full details of the organisation of your visit with your booking but it can be provided in advance if you would like a copy.</p> <p>We ask that the group leader reports to the King Arthur's Labyrinth reception to exchange information prior to entry into the Craft Centre. This can be found by the main entrance.</p> <p>If, during your visit you experience any problems or have any concerns regarding the management of the venue or the safety and health of your party, we would welcome the opportunity to discuss these with you Tel : 01654 761584 or info@kingarthurslabyrinth.co.uk</p>
General Information	
Animal Fouling in Public Access areas	<p>Dogs are allowed entry into the grounds of Corris Craft Centre but must be kept on a lead at all times. Only guide dogs are allowed into the Café or Labyrinth reception buildings. Access by dogs into the individual craft workshops is at the absolute discretion of the craft worker themselves. No dogs, other than guide dogs, are allowed into the Bards' Quest, the children's play area or the underground tour of King Arthur's Labyrinth. Guide dog owners are asked to discuss the conditions with reception staff to establish that it is suitable for their dog. Owners must clean up any animal fouling and place this safely in the bins provided. Please think of the needs of other venue users.</p>
Communication	Departments are linked by telephone and the staff operating

Systems	the underground tours are linked with a comprehensive radio system.
Criminal History / Civil Actions	All reasonable measures are taken to ensure that staff are of good character and have no record of criminal or civil actions which would indicate that they are a threat in any way to our visitors.
Equipment / Play Equipment	All equipment is regularly checked to ensure it remains 'fit for purpose' and results of inspections are recorded. School staff must supervise children when using this equipment. The climbing of trees within the venue is forbidden.
Emergency Evacuation	<p>Emergency evacuation procedures are in place for the underground attraction. All King Arthur's Labyrinth staff are familiar with and regularly practise these.</p> <p>Emergency exits are clearly identified in the reception, workshops and other buildings and notices are posted around the site and by each fire exit and fire extinguisher. In the event of emergency evacuation, staff will instruct the public on which of the two evacuation points they are to assemble at. Full guidance will be provided. The evacuation points are the car parks to the north and south of The Craft Centre. Both locations have been chosen for their ease of access in the case of emergency.</p>
Facilities for visitors with Special Needs	<p>King Arthur's Labyrinth and Corris Craft Centre try to accommodate the requirements of visitors with special needs. Schools and party leaders must ensure that suitable arrangements are in place in order that appropriate supervision and assistance is available to pupils with special needs.</p> <p><u>Physical Impairment</u> – Wheelchair access is possible throughout the Craft Centre and Bards' Quest. Assistance with negotiating the barriers in Bards' Quest will be provided on request from the reception. Accommodating wheelchairs in King Arthur's Labyrinth underground tour is difficult due to the nature of the emergency exit which, in the unlikely event of it being used, requires the assent of a long stone staircase. Getting a wheelchair in and out of the boat can also be difficult. If there is a child light enough to be carried in the event of an emergency it may be possible for us to make arrangements to take them underground. However, this must be discussed and agreed in advance.</p> <p><u>Visual Impairment</u> – The edges of steps within the venue have been made more conspicuous. The underground tour is dimly lit but the walkways are clear, level and lit.</p>

	We are aware that clarification of specific provisions may be needed by schools in relation to more detailed risk assessment requirements for certain special needs pupils. In such circumstances we would invite schools to contact us.
First Aid	First aid provision is to HSE standard throughout our attractions. There are two first aid points located within the Corris Craft Centre, in addition to a first aid room. One first aid point is situated in the King Arthur's Labyrinth reception and one in the TIP. First aid provision is also available underground and in the café. Many of the staff are qualified first aiders.
Guided Tours	The visits into the Labyrinth are always in guided groups. School groups should always have a member of staff with each group. There are no guided tours of the Craft Centre but information and guidance can always be provided by the reception staff or in advance of your visit. By its nature, there are no guides in the Bards' Quest.
Height Restrictions	There are no height restrictions but tall people should be aware that some of the tunnels in the Labyrinth are low. Helmets are provided to all visitors which must be worn at all times when underground.
Insurance (Public Liability)	We have a public liability insurance cover of £5 million. A copy of our insurance certificate can be provided to visiting parties prior to their arrival on request.
Loss of Bearings	Please note that due to the extent of the Craft Centre grounds children are at a small risk of getting lost if they stray from organised parties. It is important that people in groups underground should stay together. However, there are provisions in place to ensure that people can not wander far in the extensive underground workings and guides keep a close check on the members of their group at all times.
Lost Person Stations	The reception and the café are also lost person stations. Enquiries can be made at either station.
Medical Needs	King Arthur's Labyrinth should be contacted by the school or party leader before their visit if any pupil is known to have any specific or serious medical condition / need. Discussion will be needed to consider emergency arrangements. We will, where it is safe to do so, aim to fully include pupils with specific or serious medical conditions within activities offered.
Harmful / Poisonous Plants / Fungi (<i>Mushrooms &</i>	At certain times of the year some poisonous berries may grow on trees and shrubs within the grounds. Schools should advise all children that berries should not be touched, picked or eaten. If you do suspect that someone has ingested a

<i>toadstools</i>)	<p>poisonous berry etc then they are to be taken to the local hospital in Machynlleth immediately.</p> <p>Certain fungi (<i>mushrooms & toadstools</i>) are also known to grow periodically. Schools should advise all children that any fungi should not be touched, picked or eaten</p>
Required Visitor Conduct (no access to areas for site staff only)	<p>Visitors must not</p> <ul style="list-style-type: none"> -enter areas which are <u>not</u> open to the public -behave in an unruly manner -touch any working machinery -ignore the instructions of the guide (where provided) or the craft person in the craft workshops <p>Party leaders must not leave children unsupervised; we allow one free place per 10 paying children to assist with this.</p>
Site Inspections of Venue Facilities / Areas	Staff conduct regular inspections of the facilities and an internal reporting mechanism is in place for any safety hazards.
Site Staff Identification	Staff wear polo-shirts and sweatshirts which include the King Arthur's Labyrinth logo and are happy to help with any problems or difficulties you may experience.
Vehicle Traffic	<p>The main site is a pedestrian area but it is not enclosed securely and party leaders should ensure that unsupervised children do not stray into the car park areas or on to the access road.</p> <p>A Visitor Coach Park is available.</p>
Weather Protection / Sun Safety	The craft centre workshops, café and the King Arthur's Labyrinth reception offer covered areas in case of inclement weather. The underground Labyrinth also provides protection but it is necessary to approach the Labyrinth entrance through the open. Bards' Quest is in the open air.
Welfare Facilities	<p>Three public toilet blocks are present within the Craft Centre. One female, one male and one disabled. All public conveniences are regularly checked and cleaned by staff but visitors are urged to report anything that needs attention immediately to the reception or the café. Both male and female toilets have baby changing facilities.</p> <p>The Craft Centre also has a high dependency disabled unisex toilet unit accessible by RADAR key.</p> <p>The cafe within the venue offers a selection of light meals, snacks and drinks. Water is freely available. We offer picnic tables outside for pupils who bring their own lunches, a small part of which is covered.</p>

Areas of Higher Risk	
Adventure Activities	Not applicable
Contact with animals	Not applicable
Residential Accommodation	Not applicable
Rides and Attractions in Theme Parks	See Underground activities below
Safety Equipment / Clothing	<p>Visitors to King Arthur's Labyrinth are issued with helmets which must be worn at all times when underground. Visitors are advised to wear warm clothing for the underground visit as the temperature is always cool whatever the weather on the surface. "Sensible" shoes are recommended for the underground tour.</p>
Underground Activities	<p>Visitors to King Arthur's Labyrinth are taken into the workings of a former slate mine which are now used as a theatrical space to tell stories using 'son et lumiere' techniques.</p> <p>The visit starts and ends with a voyage on an underground boat along an underground river. The boat carries up to 20 visitors. It is solidly constructed of steel plate and is heavily ballasted to make it very stable. It is driven by 24 volt electric motors powered by sealed batteries.</p> <p>Visitors go underground in groups accompanied by a guide who is experienced in operating the equipment and driving the boat. He/she is fully trained in emergency procedures and is in contact with other staff at all times through a radio system.</p> <p>There is a backup generator in case of a power failure. Natural ventilation is good and tests have shown that there is no problem with radon or other noxious gasses.</p> <p>In the unlikely event of something happening that prevents egress through the normal route, there is an emergency exit which can be accessed from every part of the Labyrinth. This is well lit and people will be led out of the Labyrinth in small groups by the guides.</p>
Water Courses & Ponds	<p>The underground river is a maximum of 1 m deep but there is no easy access to it by the public who travel along it in a high sided boat in the company of the guide/boatman. There is virtually no current in the underground river. There are three underground lakes, all</p>

	<p>of which are fenced off. These are deep and climbing on the fences around them is absolutely forbidden. Emergency buoyancy aids are available by each of the lakes</p> <p>Bards' Quest has a shallow artificial stream and two ponds. The stream and one of the ponds are not fenced.</p>
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Other Relevant Information

The craft workshops at Corris Craft Centre are operated as separate businesses by the individual crafts people. Their retail areas have no specific hazards. Demonstrations of the crafts are undertaken in areas which can be viewed from the retail area but not accessed. Five of the craft workshops offer the opportunity for visitors to try their hand at the craft. In the pottery visitors can paint pots, in the candle shop visitors can dip their own candles, in the herbals shop visitors can mix their own herbals, in the furniture workshop visitors can craft their own rustic furniture and in the card shop visitors can make their own greetings cards etc. If your pupils are interested in trying these activities (which all incur a charge) we can provide contact details for the specific craft workshop on request.

Date	April 2011
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