

Risk assessment for a group visit to Jamyang Buddhist Centre Leeds 31 St Paul's Street, Leeds LS1 2JG

Checking in

- The street door and inner door should be held open by supervising adults when they are in use by pupils.
- Please bring with you a complete list of names for your group, including staff/adults.

Steps

- There is a small step to the front door, a longish corridor then 2 flights of stairs to our premises on the first floor. Pupils may only use the stairs in the company of a supervising adult.

Lift

- There is a small lift which can take a collapsible wheelchair. Pupils may only use the lift in the company of a supervising adult.

Toilets

- There is room for a wheelchair in the disabled toilet on the ground floor. Toilets for males are available on the same floor as our premises and toilets for females are available on the second floor. Pupils may use the toilets in the company of a supervising adult.

Kitchen

- There should be no need for pupils to access the kitchen.

Meditation Room

- Candles are hot: do not touch.
- Sitting on cushions on the floor may not suit those with disabilities or injuries. There are plenty of chairs to use.

Staff ratios

- Accompanying adults are responsible at all times for the conduct and well-being of the pupils.
- Please bring enough supervising adults to enable all members of the group to be supervised at all times. We normally expect this to be one adult for every 10 group members.
- For pupils with challenging behaviour we expect one member of staff for every two or three visitors, at your discretion.

If the fire alarm should sound

- There is a fire exit in the office or use the normal door following the instructions of your host. The meeting point after the fire alarm sounds is Park Square (out of the main door, cross the road into Park Square East).
- Do not stop to collect shoes, coats or bags
- Take your register with you so you can check everyone is safe.

We're sure you'll have a wonderful time with us, but in the event of disruption to calm or safety,
we do reserve the right to terminate a visit early.