

SECOND LEVEL OLD EDINBURGH TOUR



INFORMATION FOR CLASS TEACHERS

Thank you for choosing Historic Edinburgh Tours for your Old Edinburgh tour.

This information sheet includes possible accessibility issues and a list of suggested points for your risk assessment.

Your pupils will be using the Old Town section of Edinburgh's UNESCO World Heritage Site as a backdrop to educational exercises that relate to the Curriculum for Excellence.

We're excited to be able to take them around this magnificent city!

Notes

1 - Your guide's mobile number is 07590 026 077.

2 - If the weather is too bad for your tour, and you'd like to reschedule, please text/call your guide by 8.30 am (at the latest) on the morning of your tour.

3 - You don't need to bring any pencils or clipboards.

4 - You don't need to bring a cheque or money - we will invoice your school after the tour.

STARTING LOCATION - Inside main gate of Greyfriars Kirkyard



Postcode : EH1 2QQ



INFORMATION FOR SUGGESTED RISK ASSESSMENT

(Please note that this is provided purely as an example of the types of hazards which may occur during the tour. Please use your own risk assessment procedures.)

Potential Hazard	Possible Likelihood and/or Seriousness of Injury	Control Measures To Be Put In Place	Assessment of Remaining Risk
Traffic	Possible and potentially very serious.	Supervision of children by class teachers and parents.	Still a risk
Pavement, steps and road conditions due to weather or repair	Likely and could be serious.	Children asked to wear appropriate shoes for walking Supervision of children by school staff.	Still a risk
Child wandering away from group	Possible and potentially very serious.	Supervision of children by school staff and parents. Clear information to children to remain in class line and not to leave group. This should be given by teacher before the tour starts.	Still a risk
Needles/broken glass in Greyfriars	Possible and potentially very serious.	Supervision of children by school staff and parents. Clear information not to touch anything on the ground and to stay with the group at all times.	Still a risk.
Tetanus from rusty metal around the <u>mortsafe</u>	Possible and potentially very serious.	Pupils to be told not to touch <u>mortsafe</u> and to clean hands with sterile wipes (teachers first aid kits should have these).	Still a risk.



INFORMATION FOR SUGGESTED RISK ASSESSMENT - THE TOUR ROUTE

(Please note that this is provided purely as an example of the types of hazards which may occur during the tour. Please use your own risk assessment procedures.)

Location	Notes
Greyfriars Kirkyard (Candlemaker Row)	Parent helpers and school staff to be vigilant for any needles or broken glass within the Kirkyard. Pupils to walk at all times and to be careful as the ground is very <u>slippy</u> .
Candlemaker Row to <u>Cowgatehead/</u> <u>Grassmarket</u>	Crossing at Grassmarket – very busy usually. 
<u>Grassmarket</u> to West Bow at Victoria Terrace	Steep flight of stairs up to the Ovir Bow. Wheelchair access not a possibility (although teacher/parent could take a wheelchair to Victoria Street/George IV Bridge and then double back on Victoria Terrace).
Ovir Bow to Parliament Square Stop in Riddle's Court and Fisher's Close.	Very busy double-crossing at George IV Bridge (at G and V Hotel – former Missoni). 
Parliament Square	Busy area – staff to help keep pupils together, especially when 'recreating the Tolbooth.'

