

Ecton Mines Educational Trust

Safety Policy

Tutors must be familiar with the fire procedures, the Assessments of Risk, the Safety Policy, the Emergency Procedures, the availability of First Aid and rescue equipment.

1 EMERGENCIES:

The emergency telephone is at the Centre. The nearest public phone box is at the turning to Back of Ecton. Try nearer neighbours on the way. Dial 999 and ask for Police, Ambulance, Mountain Rescue, Cave Rescue or Mines Rescue as appropriate. **Leaders** must carry the standard emergency packs (see appendix 1) when away from the Centre, during hill trips, at Apes Tor and in Salt's Level.

Do not rely on mobile phones! Reception for most networks is poor or non-existent.

2 EQUIPMENT CHECKS:

2.1 Checks of the following items must be carried out and recorded every six months or annually as appropriate, according to standards laid down by the Trust:

- Mine helmets
- Geological helmets
- Footwear
- Waterproofs
- First aid kits; stretcher
- Emergency rucksacks and cave-bags
- Lamps
- Throw-bags in winze chamber & Deep Ecton
- Emergency keys and plan for Deep Ecton
- Fire extinguishers in centre

2.2 Faulty equipment must be withdrawn from use at once, and secured away from possible use by others pending repair or replacement.

2.3 Faults and deficiencies must be recorded on the check sheet provided, and reported to the Trust Safety Officer, or the Secretary of EHFA if appropriate, as soon as possible.

2.4 New and replacement equipment must only be purchased by approval of the Trust directors, acting on advice from a relevant technical expert if applicable.

3 BEFORE VISIT COMMENCES:

3.1 **Leaders** must carry out pre-visit checks on Salt's Level (or Salt's Level and Deep Ecton if relevant), centre telephone, helmets, lamps, boots, waterproofs, emergency equipment (see Appendix). Also where relevant on chemical testing kits, water and waste buckets, and goggles, and consult the relevant chemical hazard cards.

3.2 All relevant safety sheets are to be signed by **all visiting participants** before commencing activities, and handed to **leaders** for filing.

3.3 School/college staff are to be reminded in a pre-visit letter from tutor that:

3.3.1 the school/college retains responsibility for the behaviour and safety of their own students, including First Aid.

3.3.2 they must bring written details of any health problems, e.g. ankle weakness, asthma, vertigo or other complaints, that might affect safety on the hill, underground or in laboratory activities.

3.3.3 they must instruct students to cover all open cuts or wounds with waterproof plasters as a precaution against Weil's disease.

3.3.4 they must ensure that students have adequate clothing and safe footwear for hill, Salt's Level use (and Deep Ecton if relevant) (see Appendix 3), and a change of clothing and footwear for homeward journey.

4 IN THE CENTRE:

4.1 Chemical cupboard is to be labelled and kept locked.

4.2 No Smoking inside the centre, with notices to remind all of fire and chemical hazards.

4.3 Fire Exit notices to be displayed, and the doors to be unlocked when centre is in use.

4.4 Fire extinguishers to be in place and regularly checked. Fire points to be marked. Assembly point to be the outside classroom area, away from buildings.

4.5 First Aid box, rescue equipment and emergency packs to be available and regularly checked. (see Appendices)

4.6 Different identified buckets to be used for chemicals and mineral processing.

4.7 Standard risk assessments must be consulted regularly for all hazardous chemicals, and all use of such chemicals must be in line with recommended procedures. A file containing copies of the Hazcards is in the centre.

4.8 Chemicals must not be disposed down toilets or sinks into septic tank.

4.9 Accident book to be maintained at the centre to record near-misses, minor incidents and serious incidents. All serious incidents must be reported as soon as possible to **the Trust** the relevant authority if appropriate.

5 BEFORE GOING INTO SALT'S LEVEL:

Maximum numbers for school/college groups:16
(14 students, 1 Adult Assistant, 1 EHFS tutor)

Maximum numbers for other groups *[to be determined by Trust directors]*. One member of the group must be designated as assistant leader.

5.1 Leaders must:

- 5.1.1 instruct participants how to adjust helmets, check to ensure secure fitting, with no hat below the helmet and chin straps in place. Cap lamps must be securely attached to the helmets. No helmet, no Salt's Level visit, as this may invalidate insurance.
- 5.1.2 remind groups that heads are now higher with helmets on, and must be kept down; also that if a helmet is knocked off, it must be replaced before standing up.
- 5.1.3 check lamps before entering Salt's Level, and give instruction on their use.

5.2 Leaders must:

- 5.2.1 warn of the hazards associated with the shaft, pipe bridges and winzes before entering Salt's Level, and again at each location.
- 5.2.2 check again with those declaring relevant health problems, particularly asthma sufferers and those known to be prone to claustrophobia or vertigo, and instruct to report immediately if it occurs inside Salt's Level. Remind the group to carry current medication with them. If any individual is unsure of their ability to cope, they should be left at the Centre, in the care of a responsible adult *if a student in a school group*.
- 5.2.3 keep the group together, instructing them to keep behind the tutor at all times
- 5.2.4 check footwear and clothing is adequate.

5.4 Leaders must ensure the adult assistant or assistant leader:

- is wearing a white helmet with reflective strips
- has a copy of the emergency instructions has been instructed to stay at the rear and to carry out any other relevant instructions.

5.5 Leaders must check group numbers before and after each visit into Salt's Level.

6 INSIDE SALT'S LEVEL:

- 6.1 A leader may use a more powerful hand-held lamp for all or part of the Salts Level visit to enable detailed observation of geological and historical aspects.
- 6.2 At Ida Alley vein cross-cut leaders must give specific warnings about loose material, and for care in exploring the short cross-tunnels.
- 6.3 At the main shaft leaders must:
 - 6.3.1 check security of the barrier and listen for noises from above before group is allowed to go to barrier.
 - 6.3.2 keep group to the left side, allowing one person to look over barrier at a time. Leader must remain at barrier while group is near.
- 6.4 At the Pipe leaders must:
 - 6.4.1 check security of barriers, give warnings and control arrangement of group to avoid overcrowding.
 - 6.4.2 stand by near end of steel bridge until group is ready to cross; a few may be allowed to stand on the steel bridge while the leader is talking.
 - 6.4.3 lead across both steel and wooden bridges.
- 6.5 If entering the winze chamber leaders must:
 - 6.5.1 warn of dangers of flooded winzes and of slippery mud on floor
 - 6.5.2 ensure the group knows where to stand, keeping back from edges (which are "made" ground) and overhanging calcrete. The adult assistant / assistant leader should stand by the winze barrier.
- 6.6 If a group undertakes survey measurements, throughout such activity, leaders must:
 - 6.6.1 instruct adult assistant/assistant leader to keep group under control and in view from the rear.
 - 6.6.2 keep group under control and in view from the front.

7 BEFORE GOING UP THE HILL:

- 7.1 **Leaders** must give warnings about:
- 7.1.1 barbed wire, particularly close to stiles.
 - 7.1.2 the existence of over 50 shafts, some protected but many not, and instruct to keep out of all hollows, even if on a path.
 - 7.1.3 the dangers of running, leading to slipping and falling.
 - 7.1.4 wet or frosty grass that can be dangerously slippery.
 - 7.1.5 staying together as a group, with nobody to go ahead of the **leader** or lag behind the adult assistant/**assistant leader**, and instructions about what to do if any of the party do become separated.
 - 7.1.6 not throwing or dropping stones down shafts, in case people are underground.
- 7.2 **Leaders** should check :
- 7.2.1 that footwear gives suitable support and grip.
 - 7.2.2 that waterproofs and warm clothing are being carried. Nobody is to be taken on the hill inadequately equipped.
 - 7.2.3 that nobody has any injury, medical condition, or fear of steep slopes likely to cause a problem while on the hill. Remind the group that any current medication should be carried with them.
 - 7.2.4 that any **school** student not allowed over the hill is left at the centre in the charge of a responsible adult.
 - 7.2.5 numbers in group before leaving and throughout hill visit.
- 7.3 **Leaders** must check suitability of weather conditions, not set out if weather is severe or visibility too low for safety of a party, and be prepared to run an alternative **indoor or underground** activity. It is the **leader's** responsibility to take this decision; after consultation if necessary.

8 GOING OVER THE HILL:

- 8.1 Throughout the trip over the hill, **leaders** must keep an eye on weather conditions, and be prepared to return early.

- 8.2 Parties must only be taken up by the main track, past the powder hut, or by the path to the south of Dutchman's spoil heap. Parties must not be taken up the steep path by the wall directly behind the centre, which can be very dangerously slippery.
- 8.3 Parties must be brought down by the powder hut, unless grass is dry enough for other paths to be used safely. Steep paths must not be used when grass is wet.
- 8.4. If a hammer is taken for use at Waterbank, then safety goggles must also be taken. Before allowing anyone to use the hammer, they must be shown how to use it safely. If stones are used as hammers, safety goggles are to be worn, and due instruction given.
- 8.5 **Leaders** must remind the group to wash hands after collecting samples on hill to remove biological contamination.
- 8.6 **Leaders** must keep the party together throughout hill visit, with check on numbers at regular stages.

9 ROAD SAFETY

If the group goes to Apes Tor, or on any other public road, the **leader** must remind the group of the danger of traffic on narrow lanes. They should follow the Highway Code, with the **leader** in **front** and an adult assistant/**assistant leader** at the rear to give warning of traffic from behind. At Apes Tor the group should wear helmets.

10 DEEP ECTON

School/college courses **do not** involve Deep Ecton, which is only available as an emergency exit for **such** groups.

New Deep Ecton Safety Policy section required, related to access policy of the Trust.

APPENDIX 1

One emergency rucksack must be carried with the group away from the Centre, and a cave-bag in Salt's Level and Deep Ecton. The cave-bag is not to be used outside, as its First Aid contents are only supplementary to the First Aid stations inside the mine.

The pack contains a waterproof liner enclosing :

- First Aid kit
- Survival bag
- Whistle
- Head torch (Salt's Level and Deep Ecton cave bags)
- Emergency food (not in cave bags - rations in First Aid stations)
- Spare gloves
- Spare hat
- Accident and emergency message sheet in waterproof cover
- Map sheet with standard locations with grid references and compass.(outside use)
- Survey plan for mine use
- Chinagraph pencil or similar

APPENDIX 2

Rescue and survival equipment at the Centre.

- Stretcher
- Green Rucksack containing emergency pack, (contents see Appendix 1)
- Cave-bags containing emergency pack, (contents see Appendix 1)
- Large red Rucksack containing emergency pack, (contents see Appendix 1) plus sleeping bag and thermos flask.

APPENDIX 3

Advised specifications for suitable footwear:

- Sturdy boots with Vibram sole, commando or similar type in good condition and with ankle support.
- Trainers are unsuitable due to lack of ankle support, and some have slippery soles.
- Doc Marten's boots are usually unsuitable unless the model has a vibram or similar sole. Sturdy wellington boots with a vibram or similar sole are suitable only for use in Salt's Level or Deep Ecton

Suitable clothing: warm and waterproof.

APPENDIX 4

First Aid kits: contents as listed on following page

- (i) Mine Fixed First Aid Stations: 2 large yellow plastic boxes permanently sited in the shaft chamber of Salt's Level and the junction of Deep Ecton adit where the adit divides with one route to chamber and one route to pipe.
- (ii) Mine Portable First Aid kit : blue cave bag which is carried by leader on mine trips
- (iii) Centre Fixed First Aid Station: green box on top of grey cupboard in Centre
- (iv) Field Portable First Aid Containers: green and red rucksacks

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