



### **Field Trip Risk Assessment:**

- I. What hazards are present? (Heavy traffic area, water, large crowds, etc.)  
The American Museum of Science and Energy has worked to eliminate or reduce all hazards for field trips and the general public. The museum is a federal facility and is inspected regularly by federal safety inspection officers as well as maintained by a full time safety and security officer located on museum grounds. The museum has one set of standard stairs leading to the second floor in addition to an elevator. Our grounds contain a light forested area classified as a Level 1 Arboretum with picnic tables available. There is no running or standing water on the museum grounds and the grounds are regularly maintained.
- II. Who will be affected by hazards? (Students, chaperones, teachers, etc.)  
The museum employees are responsible for clearing the building or moving people about the building if a natural hazard were to arise (tornado, fire, etc.).
- III. How can risk be eliminated or reduced? (Avoiding certain areas, extra supervision, etc.)  
The museum has worked with federal inspection officers to eliminate or reduce all safety risk for museum attendees as well as employees.

### **Emergency Plans:**

What steps will be taken in the event of an emergency? (who will be contacted, how will communication be handled, who makes decisions, etc.)

**Fire:** The museum employees are trained to move the attendees to a designated place outside of the museum until further notified by the safety and security officer.

**Tornado:** The museum has a basement that is made as a safety location for tornado stranded individuals and the staff is trained to secure the facility and all of its guests in case of such an emergency.

**Emergency Illness / Injury:** The museum is to contact the lead educator / guardian if a child or chaperone needs medical attention. If a person cannot be contacted immediately or is not confident in a decision a medical response team will be contacted and asked to come to the museum. The museum will not administer medicine or make medical decisions. These decisions will be made by a guardian or medical professional.