

KS2 SCHOOL TRIP — RISK ASSESSMENT

Immersive XR Storytelling Experience Using VR Headsets | Key Stage 2 (Ages 7–11)

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| VENUE Immersia XR Walking Theatre The Sidings, Waterloo Station London, SE1 7LY | SESSION DETAILS Duration: ~25 min per experience Max 20 pupils per session Max 100 students per day | SUPERVISION Min. 2 venue staff + teachers Fully guided experience Open-plan supervised space | INSURANCE £10,000,000 Public Liability Insurance Certificate available on request |
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| RISK RATING KEY | Medium — Requires control measures | Low — Acceptable with standard care |
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1. Arrival and Entrance

| Hazard | Initial Risk | Control Measures | Residual Risk |
|---|--------------|--|---------------|
| Movement through Waterloo Station retail area | Medium | <ul style="list-style-type: none"> – Venue located inside The Sidings retail area within Waterloo Station – Shopping area typically has low to moderate footfall – Groups welcomed and directed by venue staff on arrival – Teachers retain responsibility for supervising students during arrival – Clear meeting point established before entering the experience | Low |

2. XR Headset Use While Walking

| Hazard | Initial Risk | Control Measures | Residual Risk |
|---|--------------|---|---------------|
| Participants wearing XR headsets while moving | Medium | <ul style="list-style-type: none"> – Experiences designed specifically for safe group movement | Low |

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| | | <ul style="list-style-type: none"> – Participants can see each other as avatars within the XR environment – Physical walls and boundaries are mapped into the XR system – Clear open-plan space with defined movement areas – Session size limited to 20 participants – Safety briefing provided before the experience begins – Staff supervising each session throughout | |
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3. Visibility in XR Environment

| Hazard | Initial Risk | Control Measures | Residual Risk |
|---|---------------|---|---------------|
| Reduced real-world visibility while wearing XR headsets | Medium | <ul style="list-style-type: none"> – Physical environment is well lit with normal indoor lighting – Lighting level allows clear visibility similar to reading conditions – Open-plan layout with clear, unobstructed walking areas – No physical obstacles within the experience area – Staff supervising throughout the experience at all times | Low |

4. Trip or Collision

| Hazard | Initial Risk | Control Measures | Residual Risk |
|---|---------------|--|---------------|
| Participants moving within the immersive experience space | Medium | <ul style="list-style-type: none"> – XR system mirrors the physical space layout precisely – Participants can see other participants as avatars within the experience – Clear floor space without obstacles or trip hazards | Low |

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| | | <ul style="list-style-type: none"> – Controlled group size of maximum 20 participants per session – Staff monitoring all participants throughout the session | |
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5. Hygiene — Shared VR Equipment

| Hazard | Initial Risk | Control Measures | Residual Risk |
|---|---------------|--|---------------|
| Use of shared VR equipment between participants | Medium | <ul style="list-style-type: none"> – Disposable VR face masks provided for each participant – Headsets thoroughly cleaned and sanitised between sessions – Hygiene procedures carried out after every session without exception | Low |

6. Fire Safety

| Hazard | Initial Risk | Control Measures | Residual Risk |
|-------------------------------|---------------|---|---------------|
| Emergency evacuation required | Medium | <ul style="list-style-type: none"> – Headsets can be removed instantly by participants at any time – Experience takes place in an open-plan room with clear egress – Fire alarm system managed by The Sidings / Waterloo Station management – Fire alarm tests carried out regularly by building management – Emergency exits located within the shopping centre — clearly signed – Staff guide all visitors to exits if evacuation is required | Low |

7. Medical Conditions

| Hazard | Initial Risk | Control Measures | Residual Risk |
|--|-------------------|---|---------------|
| Possible discomfort or adverse reaction from VR experience | Low-Medium | <ul style="list-style-type: none"> Participants may remove headset immediately if uncomfortable at any point Teachers are responsible for identifying students with relevant medical conditions prior to visit Full information about the experience provided to schools before the visit date Staff available to assist any participant who feels unwell | Low |

8. Safeguarding

| Hazard | Initial Risk | Control Measures | Residual Risk |
|---------------------------|--------------|--|---------------|
| Child protection concerns | Low | <ul style="list-style-type: none"> Teachers remain responsible for supervising students at all times during the visit Venue staff present throughout the experience Experience takes place in a visible, open-plan room — no enclosed or private spaces | Low |

9. First Aid

| Hazard | Initial Risk | Control Measures | Residual Risk |
|--------------------------------------|--------------|---|---------------|
| Minor injury or illness during visit | Low | <ul style="list-style-type: none"> First aid kit available on site at all times Staff able to contact emergency services immediately if required Teachers are responsible for student medical needs and medication | Low |

10. Waiting Area

| Hazard | Initial Risk | Control Measures | Residual Risk |
|---|--------------|---|---------------|
| Students waiting before or after sessions | Low | <ul style="list-style-type: none"> – Dedicated seating area available within the venue – Teachers supervise students during all waiting periods | Low |

DOCUMENT SIGN-OFF

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Review Date

March 2026 — to be reviewed annually or following any incident
 This document is available digitally on request

School Representative Signature

Name & Role: _____

Date of Visit

School Name: _____