

## The Sixth Form Bolton – Risk Assessment Information for Visitors to the Building

Visitors to the building are required to carry out their own risk assessment of their visit and the actions they need to take to mitigate risks to all persons visiting for whom they have responsibility.

The following information will assist with the production of a Risk Assessment.

**Name of Institution:** The Sixth Form Bolton (Bolton Sixth Form College)

**Nature of Activity:** Post 16 Education Provider

**Address:** Deane Road  
Bolton  
BL3 5BU

**Description of Location:** The sixth form is situated on a Town Centre site, immediately on Deane Road (A676) which is a major arterial route from Bolton Town Centre towards Westhoughton. The sixth form does not have any surrounding grounds or carparking therefore care must be taken when arriving and departing directly on to the public footpath and highway.

Bolton Central Fire Station is situated immediately adjacent to the college building, emergency vehicles do not routinely exit the Fire Station in an emergency situation, adjacent to the sixth form, however care must be taken when using the surrounding public footpaths and highways.

Bolton College (General FE College) is also situated next to the sixth form, separated by Stanley Street, the general FE is significantly larger with students aged from 16 years to Adults.

**Car Parking:** the college does not have its own car park, parking is available at an adjacent public multi-storey car park.

### Access

**By Train:** Bolton Train Station is a short 10-minute walk from the sixth form.

**By Vehicle:** The sixth form is centrally located and is easily accessed from the M61, A666 and other arterial routes through Bolton Town Centre. The public NCP is adjoined to the sixth form building. The sixth form has a dedicated drop off/pick up layby adjacent to the building.

**By Bus:** Bolton Central Bus Station is a short 10-minute walk from the sixth form.

**Building Description:** The building was originally constructed in 2010, extended in 2012 and 2021, spread over 5 storeys comprising of offices, classrooms, Rooftop Refectory, Ground Floor Bistro and Specialist Science and Art facilities on the 3<sup>rd</sup> Floor. The building is compliant with all Statutory Health and Safety Regulations and is maintained by a specialist Facilities Management Service Provider.

**Disabled Access:** The building is fully DDA Compliant with wheelchair access and 2 lifts enabling access to upper floors.

**Emergency Evacuation/Invacuation:** Procedures exist for both emergency evacuation and invacuation, which are tested regularly.

**First Aid:** the Student Behaviour/Security Officers hold full First Aid training, a first aid room is available in the event of an incident.

**Safeguarding:** All staff hold Enhanced DBS Clearance and have undergone a minimum of Level 1 Safeguarding Training. The sixth form has a Designated Safeguarding Lead (DSL) and a Deputy DSL. All staff and students are required to display their ID at all times. Visitors wear 'identifiable' ID and are only admitted following a Risk Assessment. Access is restricted to a single point of entry/exit and is controlled by Access Controlled Barriers. All rooms contain glazed screens and door vision panels which must not be obscured by posters etc.