

THE STEPHEN WILTSHIRE GALLERY

Risk Assessment

Location: 5 Royal Opera Arcade
Pall Mall, London
SW1Y 4UY, United Kingdom

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The Stephen Wiltshire Gallery is located in London's oldest shopping arcade, the Royal Opera Arcade. Situated between Pall Mall and Charles the II Street and just behind Her Majesty's Theatre on Haymarket. The Arcade and its shops were designed by John Nash in 1817, completed in 1821 and re-built in the Victorian times.

The Arcade has wheelchair access at its north entrance from Charles the II street along with two disabled parking spaces. Due to heavier traffic at its south exit we advise supervision of children when exiting the Arcade at that end.

The Gallery is open for the public from Monday to Friday between 10am to 5:30pm and Saturdays from 11am to 4pm. The building comprises of two levels and three rooms. Due to strict building regulations the first floor can only be accessed through its original stairs. The staircase is fairly steep and narrow and it may be challenging for some to make their way up or downstairs.

The Gallery has public liability insurance with Lloyds Underwriters.

School tours must be supervised by a teacher / organiser and only 15 pupils can be admitted at the same time. For larger groups we suggest to divide them into smaller groups of 15 maximum. No children under 14 years old can remain unsupervised on the first floor. Food, drinks, jumping, running or touching the original artworks are not allowed on the premises.

The premises are compact, the Gallery is a private, intimate and personal showroom of the artist, the surroundings resemble to a Victorian reception room rather than a white wall commercial gallery space.

Possible risks include the heavy entrance door, which - due to security requirements – shut by a magnetic lock at all times and is on a swing door release. Due to its weight we would suggest that only teachers / supervisors let in or out children upon entering or leaving the premises. The door is monitored and remotely operated. We also require that students / pupils / visitors take off their shoulder bags or back packs before making their way upstairs due to the narrow staircase and artwork hanging on the walls nearby.

The gallery is considered a safe and secure environment, the risk is dependant on the behavior of pupils / students / visitors. In the highly unlikely event that an injury occurs on the premises which requires emergency care the nearest hospitals are:

University College Hospital
Cleveland Pl, London, Greater London, SW1Y 6, Tel: 020 7636 6482

Royal Marsden Hospital
20 Glasshouse St, London, Greater London, W1B 5, Tel: 020 7490 8818

St George's Hospital
Piccadilly, London, Greater London, W1J, Tel: 020 7494 3395

Nearest Police Station:
Charing Cross Police Station
Agar St, London, Greater London, WC2N, Tel: 020 7321 7726

Royal Opera Arcade / New Zealand House Security: 0207 839 7698

