

VALCAMONICA ROCK ART FIELDSCHOOL CONDUCT AND HEALTH & SAFETY GUIDE

Introduction

All staff and students are required to abide by the Valcamonica Rock Art Fieldwork regulations. Each participant will be given a copy of the fieldwork rules at the beginning of the course. If you require further copies, please ask.

General Behavior

Students involved in fieldwork are expected to abide by the following general rules:

- Co-operate with those responsible for organizing the Valcamonica Rock art Fieldwork and Fieldschool, especially in matters of Health & Safety, and welfare;
- Respect the property and well-being of others. You have a duty to care for your own and others' safety;
- Observe good manners and consideration particularly on site and in public places. Please do not cause excessive noise;
- Maintain the reputation of the Valcamonica Rock art Fieldwork and Fieldschool and do not endanger your own safety or that of others;
- Avoid excessive consumption of alcohol;
- Respect local customs, including the wearing of appropriate clothing; and
- A student who fails to conform to the standard of behavior required risks dismissal from the Valcamonica Rock Art Fieldwork and Fieldschool.

On Site

- Suitable clothing and footwear must be worn at all times. Waterproof and warm clothing and strong, waterproof footwear must be used in cold/wet weather conditions. In hot weather, protective clothing (including a hat) and sun-block must be used, and a water supply carried. Staff will refuse to allow inadequately equipped students on their field courses;
- Make yourself aware of the location of the site's First Aid kit and the identity of the first-aider;
- Usually, site members of staff are also trained as first-aiders and he/she is in possession of the First Aid kit. Any accident must be reported to the responsible member of staff at once. An Accident Report form must be completed following any accident. If you become aware of a hazard, inform the responsible member of staff immediately;
- All tools must be used as instructed. When not in use they should be stacked as instructed so as not to cause hazards;
- No work in the field should be undertaken alone. Suitable precautions must be taken in all activities near water;
- No-one should enter an excavation/designated hazard area without specific instruction. Work instructions on site must be obeyed. Engraved rocks and wall panels are usually in safe places and have fences and safety ropes, but under no circumstances should students work around non-fenced rocks or trenches without the correct equipment (e.g. safety ropes); and
- Any loose soil or rubbish spilt or created within or outside an excavation/activity area must be cleared up at once. Patches of loose wet soil/rubble create clear hazards.

OFF SITE

In general follow these relevant rules

- Guard against all risks of fire;
- Fasten all gates;
- Keep to footpaths across farmland;
- Avoid damaging fences, hedges and walls;

- Leave no litter;
- Safeguard water supplies;
- Protect wildlife, wild plants and trees;
- Act responsibly on country roads;
- Respect wildlife;
- Carry a torch after dark and do not walk alone after dark.
- Wear bright clothing when walking in country lanes after dark;
- Seat belts must be worn in all vehicles;
- Carry your identity or student card with you; and
- Be aware of the location of the nearest telephone or point of help. Carry a phone card and small change.

AT THE CENTRE

- Please remember to turn off lights when you leave your room or corridors; and
- Use only your own bed (don't use other beds, even if they are empty).

KITCHEN

- Everyone (in turn) is requested to help with the preparation of breakfast; and
- Everyone will help to set the tables for dinner.

RESTROOMS AND SHOWERS

- Clean the restrooms after use (especially showers); and
- Please take short showers – hot water is of a premium.

IN GENERAL

- Do not remain in common area past midnight. If you wish to stay up, stay quiet in your room and allow others to sleep;
- If you want to drink a beer, feel free to do so, but please respect others especially at night (serious drinkers are most welcome at the local bars);
- Clean up in the common areas; and
- Remember to clean shoes before entering the building – no muddy boots please!

HEALTH

- You must be up to date with tetanus inoculations;
- Ensure that staff are aware of any medical condition you suffer, of any medication that you are taking or any serious allergies to medication and food;
- It is a requirement that you take out appropriate health insurance even though the Fieldschool carries adequate insurance;
- Whilst in the field always pace yourself - if you need to rest, do so; and
- You are advised to carry your own basic first-aid kit.

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