

YORK MUSEUMS TRUST RISK ASSESSMENT RECORD

URN: YM0025

(Must be completed by/or in conjunction with competent trained persons only, then sent to the H&S Office for a URN)

Risk Level (seriousness X probability) 16 – 25 High risk; 11 – 15 Medium risk; 10 and below Low risk	Seriousness Score	1: Accident or incident where no injury occurs	2: Minor injury – First Aid only	3: Three day injury as determined in RIDDOR	4: Major injury outcome (ie. RIDDOR reportable)	5: Fatal or multi-fatal outcome
--	--------------------------	---	---	--	--	--

Priority Action Rating: High – Immediate; Medium – 1 Month; Low – 3 Months	Probability / Likelihood / Frequency Score	1: Improbable	2: Remote	3: Possible	4: Probable	5: Very likely to occur
--	---	----------------------	------------------	--------------------	--------------------	--------------------------------

LOCATION & RA TITLE: Warriors to Settlers							Sign AP			Date 14 September 2010			Page 1 of 3	
RISK ASSESSMENT										ACTION PLAN				
		Persons at risk								Review				
Activity	Risk Identified	Employee	Volunteer	Contractor	Public	Visitor	Seriousness Category	Probability	Risk Level	Existing Controls	Additional Controls Required	Revised Seriousness	Revised Probability	Final Risk
Travelling around the museum	Trips/falls up or down stairs or into cases	*				*	2	2	4	Children warned of dangers before setting off into the galleries. Supervision				

Handling objects	Dirt from objects onto hands which could be ingested	*				*	2	2	4	Group told to wash hands before eating and not to put hand into mouth.				
Using air Hardening Clay	Ingestion of clay	*			*		2	1	2	Group told to wash hands before eating and not to put hand into mouth.				
Handling objects	Cuts or nicks from broken edges	*				*	2	2	4	Objects inspected by staff before use for safety; reminders of correct means of handling objects; Use of gloves for iron axe head; Staff/adult supervision at all times				

Acting out Viking Saga	Bangs and bruises during "stormy seas" section of voyage					*	2	2	4	Ensuring surrounding furniture is moved well back; reminding children of safe and appropriate behaviour; constant supervision by staff; staff to shout instructions/take control of situation if children become too rowdy				
Using glue	Inhalation					*	2	2	4	Supervision of pupils by staff and learning facilitator. Use glue which is non-toxic and suitable for schools.				

Using scissor	Nicks and cuts					*	2	2	4	Supervision of pupils by staff and learning facilitator. Use appropriate school scissors.				
Allergies to wheat	Allergic reaction					*	4	1	4	Ask teachers to ensure any child with allergies does not take part.				