

RISK ASSESSMENT

STAFF

NAME: RACHEL MERCER- SCHOOLS SERVICES MANAGER **DEPARTMENT:** SCHOOLS DEPT W.D.O.A.M.

What is the Task?	What are the Hazards?	Who is at Risk?	Risk Grading LMH A1 C3	Controls already in Place	Further Action to Reduce Risks.
“Building Blocks” KSI workshop. Buildings Materials. Interactive Science & Technology workshop.	Handling artefacts including items with sharp edges. Possible cuts, abrasions, splinters.	Children/adults	C3	Safety briefing beforehand. First Aid kit in Lavant. Written guidelines for adult helpers. Regular audits for condition of collection.	Vigilance required from adults with group. Recommended are adults/teachers floating, rather than attached to a group.
	Crushed fingers from handling bricks.	Children	C3	Small bricks used rather than full size bricks.	
	Choking on small toy animals.	Children	C3	Adult child ratio 1:5.	
				Also small wooden joints available for children to work with.	

Risk Grading	Low (L) A1, A2,A3	Medium (M) B1, B2, B3	High (H) C1, C2, C3
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I have identified the hazards indicated above and agree to follow relevant health & safety practices to reduce risk.

Signed..... Rachel Mercer.....Date... Reviewed April 2010

SAFETY IS THE CONCERN OF EVERYONE