

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.
The games Tudor children played. Venue – usually Building from Lavant.	Handling toys the children are unused to. E.g. children could fall off wooden stilts.	Children/adults	C3	Safety briefing before session gets underway. Regular checks for conditions of artefacts.	Vigilance required from adults with group. Recommend extra volunteer “floating” to help with activities but also be vigilant and repeat warnings.
	Uneven floor surface, slips & trips.	Children/adults	C3	Health & Safety briefing beforehand.	
	Bruising from handling wooden objects incorrectly.	Children/adults	C3	First aid kit available and staff first aider trained.	
	When replica Tudor games are played by the visiting children, this play time takes place next to Museum Lake.	Children	C1	Adult child ratio 1:8 so everyone is well monitored.	Teachers should warn their children about lake following on from Museum’s prompt in blue Heath & Safety document – Hazards sent out prior to visit taking place.

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