

Equipment / Activity / Area being assessed	Blast from the Past show	Risk Assessment No	ED-I284
Location	Eureka! theatre or in schools	COSHH assessment	N/A
Who is exposed?	School groups and Eureka! staff		
Date of assessment	12/01/17		
Assessor's name and job title	Jenny Parker, Play & Learning Manager		

Risk = Likelihood of injury x Severity of injury	R = L x S	Low risk = 0 – 6	Medium risk = 7 - 12	High risk = 13 - 25
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		S = Severity of injury					
		No injury or illness (0)	Minor injury or illness (1)	First aid injury or illness (2)	“3 day” injury or illness (3)	Major injury or illness (4)	Fatality, disabling injury, etc (5)
L = Likelihood of injury	Zero to very low (0)	0 = Low	0 = Low	0 = Low	0 = Low	0 = Low	0 = Low
	Very unlikely (1)	0 = Low	1 = Low	2 = Low	3 = Low	4 = Low	5 = Low
	Unlikely (2)	0 = Low	2 = Low	4 = Low	6 = Low	8 = Medium	10 = Medium
	Likely (3)	0 = Low	3 = Low	6 = Low	9 = Medium	12 = Medium	15 = High
	Very likely (4)	0 = Low	4 = Low	8 = Medium	12 = Medium	16 = High	20 = High
	Almost certain (5)	0 = Low	5 = Low	10 = Medium	15 = High	20 = High	25 = High

	Hazard	Control Measures already in place to control the risk	What additional Control Measures are required?	Risk rating (High, Medium, Low)	Completed/ Escalated to:
1	General room set up: Trailing cables from computer and props on tables could present trip hazard.	Those stated in Electrical RA & General Electrical Precautions risk assessment Any scenery, props and resources to be set up to minimise hazards and placed at suitable distance from the audience. Fire exits to be kept clear at all times. First aider on site at all times during museum opening hours.	Parents/guardians/teachers to remain in close supervision of the children in their care at all times.	L = 1 S = 1 R = 1 Low risk	Jenny Parker/VSAMs
2	Electric shock from electrical equipment (laptop, projector)	All equipment to be PAT tested before use Only Eureka! staff to operate any electrical equipment & to remain in close supervision of demos at all times		L = 1 S = 2 R = 2 Low risk	Jenny Parker/VSAMs

3	Audience participation – misappropriate use of props & costumes by child & adult volunteers	Eureka! staff member to give clear instructions to any audience volunteers		L = 1 S = 1 R = 1 Low risk	Jenny Parker/ VSAMs
4	Security & health & safety of visitors when show is in Eureka! theatre – visitors injuring themselves on props, chairs, interfering with equipment	BOTH theatre doors to be locked from the inside when theatre is to be left unstaffed for ANY period of time. BOTH theatre doors to be unlocked before show/workshop is due to start.		L = 1 S = 2 R = 2 Low risk	Jenny Parker/VSAMs
5	Health & safety of visitors & staff – any equipment stored in theatre alcove	Check that chairs and any other equipment stored in the theatre alcove is done so safely & securely and report to VSAMs if not.		L = 1 S = 2 R = 2 Low risk	Jenny Parker/VSAMs

Sign-off of risk assessment

Reviewed by Operations Team on:	
Next Review date:	

Signed by members of the delivery team:

Name	Signature	Date
Daniel Blamires		
Jill Ward		
Lorraine Muldoon		
Darren Fearnley		
Ross Reynolds		
Claire Graham		
Josh Nutbrown		

Signed by Visitor Services Team:

Name	Signature	Date
Ben Healey		
Jennie Staniland		
Leanne Wise		
Rachel Skinner		