

Equipment / Activity / Area being assessed	Early Years Week 2018	Risk Assessment No	ED-I298
Location	Museum	COSHH assessment	
Who is exposed?	Staff, school children & adults & visitors		
Date of assessment	9 May 2018		
Assessor's name and job title	Jenny Goodall, Play & Learning Officer		

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	Slips, trip and falls	Any spillages to be cleared up immediately to avoid slips and all set dressing to be clear of walkways for both staff, adults and children.		L = 3 S = 2 R = 6 Low	Jenny Goodall/Duty Manager
2	Dentist Activity – Banana allergies	All staff to check with adults that no children have any allergies before getting involved with the activity specifically a banana allergy. Allergy warning sign to be put on table.		L = 1 S = 5 R = 5 Low	Jenny Goodall/Duty Manager
3	Grocer Activity – Crustacean allergies	All staff to check with adults that no children have any allergies before getting involved with the activity specifically a crustacean allergy. Allergy warning sign to be put on table.		L = 1 S = 5 R = 5 Low	Jenny Goodall/Duty Manager

4	Mechanic Activity – Small parts	All small parts will have been removed from the tool kits to make sure they are not a choking hazard.		L = 1 S = 5 R = 5 Low	Jenny Goodall/Duty Manager
5	Damaged props and resources causing injury	All props and resources to be used during the 4 days need checking at the beginning and end of the day. Any damaged items need removing and Jenny G informing.		L = 3 S = 3 R = 6 Low	Jenny Goodall/Duty Manager
6	Those as outlined in external performers own RA, see Riggmoor Mobile Farm: \\Eureka-pdc\users\SHARE\Public Programmes\Events 2018\EYW\Riggmoor Reindeer RA.docx Guide Dog Association: \\Eureka-pdc\users\SHARE\Public Programmes\Events 2018\EYW\Guide Dogs\RA Use and set up of GD motorised display vehicle v 1 2017.doc	Those as outlined in external performers own RA, see link opposite. JG has read the RA's & is happy with control measures as set out.		L = 1 S = 2 R = 2 Low	P&L Team/Duty Manager/VSAMs

Sign-off of risk assessment

Reviewed by Operations Team on:	10 th May 2018
Next Review date:	Next time the activity takes place