

YORK MUSEUMS TRUST RISK ASSESSMENT RECORD

URN: YM0056

(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: Viking Voyages	Sign E Williams	Date 17 th September 2012	Page 1 of 3
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RISK ASSESSMENT										ACTION PLAN				
Activity	Risk Identified	Persons at risk								Review				
		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. Adult supervision				
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. First aid				
Putting on and taking off costumes	Tying cords around head and neck rather than around waist as belts	*				*	2	2	4	Verbal instruction/warning. Supervision of pupils by staff and learning facilitator. First aider available				

Acting out Viking Saga	Bangs and bruises during "stormy seas" section of voyage	*				*	2	2	4	Clear sufficient space. Remind children of safe and appropriate behaviour; constant supervision by staff who will control rowdy behaviour				
Making leather belt. Using scissors	Nicks and cuts	*				*	2	2	4	Supervision of pupils by staff and learning facilitator. Use appropriate school scissors.				