

# YORK MUSEUMS TRUST RISK ASSESSMENT RECORD

<b>URN: YM0058</b>
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(Must be completed by/or in conjunction with competent trained persons only, then sent to the H&S Office for a URN)

<b>Risk Level (seriousness X probability)</b> 16 – 25 High risk; 11 – 15 Medium risk; 10 and below Low risk	<b>Seriousness Score</b>	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

<b>Priority Action Rating:</b> High – Immediate; Medium – 1 Month; Low – 3 Months	<b>Probability / Likelihood / Frequency Score</b>	1: Improbable	2: Remote	3: Possible	4: Probable	5: Very likely to occur

<b>LOCATION &amp; RA TITLE:</b> Telescopes							<b>Sign A Parkinson</b>			<b>Date 14 September 2012</b>			<b>Page 1 of 2</b>	
<b>RISK ASSESSMENT</b>										<b>ACTION PLAN</b>				
		<b>Persons at risk</b>								<b>Review</b>				
Activity	Risk Identified	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, Escort and 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. Supervision				
Using PVA glue	Ingestion, inhalation	*			*	*	2	2	4	Supervision and clear instructions given. Wash hands after use.				
Using scissors	Cuts	*			*	*	2	2	4	Supervision, child appropriate scissors, first aid				
Sitting in darkened area the 'Star Zone'	Possible stumbles, falls	*			*	*	2	3	6	Workshop leader to ensure all furniture and trip hazards are removed. Lamp lighting to be used before pupils enter.				

Using light box	Shocks	*					2	2	4	Training to be given on using. Light box and power supply to be PAT tested. Pre/post use checks				
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