

YORK MUSEUMS TRUST RISK ASSESSMENT RECORD

URN: YM0084

(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: Seven 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: 'Slime' Workshop – Science Lab	Sign: E. Williams	Date September 2013	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.				
Handling Objects	Dropping specimens kept in alcohol	*				*	2	3	6	Remind children about safe handling techniques. (Use two hands and hold low down) Keep clean up equipment under sink. Dustpan and brush paper towels and small bags.				
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 metal; Staff/adult supervision at all times				
Making up solutions using Borax Powder	Inhalation of dust	*					3	3	9	COSHH assessment. Pre mixed by employee prior to learning event. Wear dust mask when using powder & gloves. Storing Borax in air tight plastic container.				
Making up solutions of PVA & water or Borax & water	Splashes in eyes	*					2	3	6	COSHH assessment Learning Facilitator to wear goggles & gloves when preparing solution.				

Using solutions of PVA & water or Borax & water	Contact with skin causing a reaction	*				*	3	2	6	Wear gloves and wash hands if contact is made with solutions. COSHH assessment Wear goggles and lab coats.				
Mixing the solutions together using a pipette and stirring rod	Splashing on skin or in eyes	*				*	2	3	6	Wear goggles, lab coats and gloves. First aider & eye wash kits available COSHH assessment				
Cleaning up after workshop	Leaving slime in open bin. Exposure to other people and cleaners using the room.	*	*	*	*	*	2	2	4	COSHH assessment Learning Facilitator to dispose of the substance, appropriately wrapped, into the wheelie bin outside the back of the building as soon as activity finished (solution not to be left for cleaners)				