

YORK MUSEUMS TRUST RISK ASSESSMENT FORM

RISK ASSESSMENT FORM TO BE COMPLETED IN FULL THEN SENT TO HEALTH & SAFETY FOR FINAL APPROVAL AND A RA NUMBER

RA NUMBER: Learn0017

LOCATION FOR RISK ASSESSMENT	RISK ASSESSMENT TITLE	PERSON OR PERSONS COMPLETEING THIS RISK ASSESSMENT	DATE	PAGES
Yorkshire Museum	Struggle for York	Emma Williams	23/10/2018	1 of 2

LIST ACTIVITIES	LIST RISKS IDENTIFIED	PERSONS AT RISK	RISK LEVEL L M H	LIST EXISTING CONTROLS IN PLACE	LIST ANY ADDITIONAL CONTROLS REQUIRED	START DATE	FINISH DATE
Travelling around the museum	Trips/falls up or down stairs or into cases	Staff Visitor	M	Keep bags and coats on pegs and floors clear of obstructions. Adult supervision around museum. Housekeeping talk at start of session.			
Handling objects	Dirt from objects onto hands which could be ingested	Visitor	L	Objects regularly checked by staff delivering workshops. Group told to wash hands before eating			
Handling objects	Cuts or scratches from sharp objects	Visitor	L	Objects regularly checked by staff delivering workshops. Reminders of safe object handling. Use of gloves if appropriate. Adult supervision			

LIST ACTIVITIES	LIST RISKS IDENTIFIED	PERSONS AT RISK	RISK LEVEL L M H	LIST EXISTING CONTROLS IN PLACE	LIST ANY ADDITIONAL CONTROLS REQUIRED	START DATE	FINISH DATE
Use of paper worksheets	Paper cuts	Visitor Staff	L	First aid kit			
Use of pencils	Stabbing oneself or others	Visitor	L	Leave pencils on table after this activity rather than move around the room. School teaching staff to supervise			
Dressing up	Catching / scratching oneself on sharp metal or pinching skin	Visitor	L	Staff to regularly check condition of costume.			
Sword and Shield Drill	Hitting or catching other children / persons	Staff / Visitor	M	Give clear, strict instruction. Issue kit immediately before activity and remove immediately after.			

RISK ASSESSMENT SIGN OFF BY H&S:

H&S Advisor (Andy Waller)

Signature

14.11.18

Date