

# 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:** Learn0019

LOCATION FOR RISK ASSESSMENT	RISK ASSESSMENT TITLE	PERSON OR PERSONS COMPLETEING THIS RISK ASSESSMENT	DATE	PAGES
Yorkshire Museum Labs	Dinosaur Dig Workshop	Lisa Coombs	13/11/18	1 of 3

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	Visitors & staff	L	Children warned of dangers before setting off into the galleries. Supervised by teachers & staff.		13/11/18	ongoing
Handling objects & heavy fossils	Heavy objects causing strains. Dirt from objects onto hands which could be ingested.	Visitors & staff	L	Group seated on carpet. Facilitator to lay fossil in the lap of smaller children and instructed how to pass it on. Heavy objects to be taken round by LF for children to touch. Adult supervision, teachers & staff. Group told to wash hands before eating and not to put hands in mouth.		13/11/18	ongoing

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Handling replica fossils in sand.	Ingesting sand from fossils. Sand in eyes. Slips on spilt sand.	Visitors & staff	M	Group told to wash hands before eating and not to put hand into mouth. Told not to flick sand with brushes. First aid. Sand trays put in large tray to catch spills. Dust pan & brush to sweep up any spilt sand. Adult Supervision, teachers on activity.		13/11/18	ongoing
Making plaster of paris fossil casts	Ingestion of plaster paris. Whilst stirring mix, plaster may splash into eyes.	Visitors & staff	M	Goggles worn during activity. Lf supervision. Instructions & supervision on how to use materials. Children instructed not to put hands or plaster in mouth. Wash residue from hands after activity.		13/11/18	ongoing
Tearing papers for collage.	Possibility of paper cuts	Visitors & staff	L	Teachers supervise children. First aider on site.		13/11/18	ongoing
Use of plastic tub stilts.	Trips and falls.	Visitors & staff	M	Advise on how to use stilts correctly, holding string and supervision by teacher. Check floor coverings have no edges to trip over.		13/11/18	ongoing
Use of Playdough	Ingestion, transfer of germs.	Visitors	L	Playdough regularly changed. Supervision.		13/11/18	ongoing

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Playing and moving around room	Tripping, falling and bumping. Fire exits becoming obstructed.	Visitors & staff	M	Teacher and Lf supervision. Children, teachers and staff to tidy items during session so there are not too many things on floor causing tripping hazard. Keeping resources away from Fire exits.		13/11/18	ongoing

RISK ASSESSMENT SIGN OFF BY H&S:

*H&S Advisor (Andy Waller)*

*20.11.18*