

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: Learn0013

LOCATION FOR RISK ASSESSMENT	RISK ASSESSMENT TITLE	PERSON OR PERSONS COMPLETING THIS RISK ASSESSMENT	DATE	PAGES
CM Workhouse and 60s gallery	KS2 Swinging Sixties workshop	Sarah Mortimer	21/08/18	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
Handling and moving tables, chairs and large artefacts	Falling, trapped fingers, Manual handling injury	Employee	L	Manual handling training Only moved before or after session		Ongoing school workshop	
Handling artefacts	Trapped fingers, choking	Visitor	L	Supervision, First Aid Schools Risk Assessment Object condition check after pre/post use			
Computer and screen use	Electrocution	Employee	L	Good practice when setting up equipment Equipment PAT tested			
Moving around the museum inc exercise yard	Slips/trips/falls	Visitor	L	Children warned of dangers before setting off into the galleries. Supervision First Aid			

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Using paper	Paper cuts	Visitor	L	Supervision, First Aid			
Laptop and CD player use	Electrocution	Visitor Employee	L	Good practice when setting up equipment Equipment PAT tested First aid Supervision			
Dressing up in costumes	Trips	Visitor	L	Children warned of dangers before activity Supervision First Aid			

RISK ASSESSMENT SIGN OFF BY H&S:

H&S Advisor

Signature

13/11/2018

Date