

Museum Workshops, School and Care-home visits Risk Assessment

Name of assessor: Rosalind Norrell

Date:

Work Area/Location: Museum & Gallery, 33 Obelisk Way, Camberley, GU15

What is the hazard?	Who might be harmed?	How might people be harmed?	Existing risk control measures	Risk rating			Additional controls	New risk rating (Residual)			Action/ monitored by whom?	Action/ monitored when?
				L	C	R		L	C	R		
Arts and Crafts	Anyone involved in the activity.	-Scissors, cuts -Foreign substance (such as paint) in eye -Ingesting a foreign substance (such as paint). -Paper cuts.	Parent, Guardian or Teacher (TA) always present to assist with more difficult parts of the activity. Give children safety instructions before undertaking task. Trained First Aider with a First Aid Kit. General good housekeeping is carried out.	Low			Regular monitoring of the activity	Low			Museum staff	Ongoing

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<p>Objects and Toys</p>	<p>Children taking part in Holiday Activities or their parent/guardian or a member of staff or Volunteers</p>	<p>May injure themselves on a toy or ingest part of the toy, which could cause choking.</p>	<p>Children and Parents/Guardians will be made aware of Hazards.</p> <p>Trained First Aider with a First Aid Kit</p> <p>Age appropriate toys will be used to avoid choking hazards. Toys will be checked before each Toddler session to make sure they are safe.</p> <p>Children will not be left alone, unsupervised by their parent or guardian.</p>	<p>Low</p>	<p>Regular monitoring of the area.</p>	<p>Low</p>	<p>Staff</p>	<p>Ongoing</p>
<p>Object Handling</p>	<p>Participants of the Workshop and Staff</p>	<p>May injure themselves whilst handling objects, by dropping them and not holding them properly</p>	<p>Museum staff will ensure that everyone taking part in the workshop/ session, including helpers have clear instructions for how to handle objects and/or activities.</p>	<p>Low</p>	<p>Continuous monitoring of the objects and participants.</p>	<p>Low</p>	<p>Staff</p>	<p>Ongoing</p>

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Lone Working	Staff	Please refer to Lone Working Risk Assessment						
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- Defibrillator Location: The Square Shopping Centre, GU15 3SL
- <https://communityresponders.com/index.php/fr/about/local-pad-sites> - Map website if needed.

