



## Risk Assessments

Location Education Workshops

1-5  
 5-Death 5 - no doubt  
 1 - injury 1 - rare  
 1-5  
 1-5  
 15 - 25  
 7 - 14  
 1 - 6  
 Reduce Immediately  
 Try and reduce  
 Keep an eye on

Date 18th June 2018

Area	HAZARD				Initial Risk		Controls		Initial Risk		
	Hazard Description	Hazard Effect	Persons at risk & Number of	Controls in place already	Hazard Severity	Likelihood	Risk Rating	List possible additional controls	Hazard Severity	Likelihood	Risk Rating
Educational Workshop	Painting & Cleaning Glaze from sides of the tile	Dust Inhalation	All Staff and All Visitors	Tables & Floors Cleaned Regularly refer to C.O.S.H.H Data sheets for Immediate Action Cleaning plan put in place. Full hose down & Wet Vac of floors & Workshops	2	1	2	Manager to review cleaning program	2	1	2
Educational Workshop	Tubelining & Painting of Tiles	Ingestion of ceramic material	All Staff and All Visitors	Instistance of cleaning hands after work / after activity refer to C.O.S.H.H Data sheets for immediate Action	2	1	2	Staff to make sure controls are adhered to	2	1	2
Educational Workshop	Painting of Tiles	Slips, Trips & Falls	All Staff and All Visitors	Spillage to be cleaned immediately with sponge or mop Wet floor sign to be put in place	2	1	2	Staff to make sure controls are adhered to	2	1	2
Educational Workshop	Entering the Workshops from wet outside environment	Slips, Trips & Falls	All Staff and All Visitors	Controlled supervision of school groups at all times No running at any time Floor mopped at regular intervals	2	2	4	Possible Matting to be put at Entrance Monitor near miss reports	2	2	4

Assessor DAVID BERTH

Signed

Review Date 17th June 2019



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					Hazard Severity	Likelihood	Risk Rating		Hazard Severity	Likelihood	Risk Rating
Educational Workshop	Storage of Materials (i.e boxes of tiles)	Slips, Trips & Falls	All Staff and All Visitors	Tiles to be stored against walls and in low stacks to avoid falling and keep away from gangways Shelving supplied to store other material	2	2	4	To review but possible more shelving continue with Good housekeeping Manager to review storage requirements	2	2	4
Educational Workshop	Moving boxes of tiles & cranks full of tiles	Strains & Crushing	Staff	Loads reduced to a minimum Trolleys to be used to move bulk loads	2	1	2		2	1	2
Educational Workshop	Decorating of tile (Parent with pushchairs)	Slips, Trips & Falls	All Staff and All Visitors	Pushchairs should be folded and stored in other room preferably or out of walk way or pushchairs with kids if possible to the rear of the room	2	2	4	Staff to make sure controls are adhered to	2	2	4
Educational Workshop	Tubelining	Cuts and abrasions from nozzle	All Staff and All Visitors	Plastic nozzles to be used Children to be supervised at all times	2	2	4	Staff to make sure controls are adhered to	2	2	4

Assessor DAVID BEZZA

Signed

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Educational Workshop	Locked Fire Exit doors	Entrapment from fire	All Staff and All Visitors	Staff to make sure doors are unlocked on opening up	5	1	5	Manager to check every day Discuss with Museum about further control measures	5	1	5
Educational Workshop	Lifting moulds for slip casting	Sprains and strains	All Staff and All Visitors	Staff to only lift small moulds. 2 members of staff to lift heavy moulds, when lifting to make sure steel toe boots are being warm	2	2	4	Manual handling to be kept up to date Managers to make sure work space free from obstruction Lifting kept to a minimum No visitors to lift or move moulds	2	2	4
Educational Workshop	Filling Moulds with liquid slip	Sprains, Strains and Dust inhalation	All Staff and All Visitors	Only small Quantities of the slip to be lifted moulds to be positioned at a low level All excess slip to be wiped away immediately to keep dust build up to a minimum	2	2	4	Manual handling to be kept up to date Managers to make sure work space free from obstruction Lifting kept to a minimum Quantity in the jug to be kept to a minimum	2	2	4
					0		0				0

Assessor DAVID BEER

Signed [Signature]

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