(1) Activity	Clothing through the ages	Risk assessment carried out by?	Schools Services staff	Date	August 14	Reference
						SS14-e

(2) Task	(3) Hazard	(4) People	(5) Controls		(6) Residual Risk				(7) Action	
What is the Task? (list the Main Tasks, Break down the Activity)	What are the Hazards?	Tick √ who is possibly at risk?	What control measures are already in place?	Implemented & Maintained By Who?	S (Severity) x L (Likelihood) = R (Risk) (S) 1-5	(L) 1-5	(R) 1-25	Risk Rating VL L M H	What further actions/controls are needed?	By who? By when?
Clothing through the ages workshop incl.: Inside session learning about textiles and trying on clothing; outside walk; examination of later Tudor clothing *All workshops are designed to be led by the Museum team but teachers/school supervisors remain responsible for their pupils at all times during their visit.*	Sharp pins on carders and drop spindle. Trips and slips outside or inside a building. Contamination from raw fleece. Dermatological reaction to raw fleece. May go into house with open fire in main hall - burns and smoke inhalation.	**OPERATOR** ✔ Employee(s) Contractor(s) ✔ Tutor(s) **TEAM** ✔ Employee(s) Contractor(s) ✔ Tutor(s) ✔ Child > 12 <18 **BYSTANDER** Employee(s) Contractor(s) Tutor(s) Site Guest(s) Child > 12 <18 Child < 12 Pregnant Disabled Non English Elderly > 70 **VISITOR** General Public Child > 12 <18 ✔ Child < 12 Pregnant Disabled Non English Elderly > 70 **Estimated No of People Involved** 15 max	Museum 'Important Information for Group Leaders' document issued with booking. Safety briefing at start of session and before using carders. Children are constantly supervised by an adult. First aid kit in the building and first aider on site at all times. Regular audits for condition of workshops materials (including a quick check by each workshop leader before the session begins). School staff advised that children should wash hands after session.	Museum staff and workshop leaders.	2 3 3 2 4	4 3 3 3 3	8 9 9 6 12	**L** **L** **L** **L** **M**	Constant vigilance required from all adults.	Museum staff and workshop leaders.

Reviewed By	LH	**Date**	31.7.15	**Reviewed By**	NT	**Date**	18.11.16	**Reviewed By**	NT	**Date**	23.11.17	**Reviewed By**	NT	**Date**	17.1.19
Reviewed By	LH	**Date**	31.1.20	**Reviewed By**		**Date**		**Reviewed By**		**Date**		**Reviewed By**		**Date**	

Very Low (VL)					Low (L)				Medium (M)	High(H)			
1	2	3	4	5	6	8	9	10	12	15	16	20	25
Trivial					Tolerable				Moderate with Review	Substantial – Stop work/ Implement controls			

Severity	
1	**Trivial** (eg discomfort, slight bruising, self help recovery or no business interruption)
2	**Minor** (eg small cut, abrasion, basic first aid needed or minor downtime of activity)
3	**Moderate** (eg sprain, strain, incapacitation, hospital/doctor visit > 3 days or down time of activity > 3 days)
4	**Serious** (eg fracture, hospitalization >24hrs, incapacitated >4 wks or down time of activity for > 4 weeks
5	**Fatal** (single or multiple death or Improvement or Prohibition Notice issued)

X

Likelihood	
1	**Remote** (no record of an injury, activity rarely takes place, no possible contact)
2	**Unlikely** (occurs rarely if ever, activity takes place annually or bi annually, unlikely contact)
3	**Possible** (could occur, but uncommon, activity takes place monthly, possible contact)
4	**Likely** (recurrent but not frequent, activity takes place weekly, minimum supervision, likely contact)
5	**Very Likely** (occurs frequently, activity takes place daily, no supervision, no guarding, no PPE, open hazard)