

(1) Activity		Food through the ages						Risk assessment carried out by?	Schools Services staff			Date	August 14		Reference					
															SS14-g					
(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?			S (Severity) x L (Likelihood) = R (Risk)			Risk Rating V L L M H		What further actions/controls are needed?		By who? By when?				
Food through the ages workshop incl.: Inside session learning about food and cooking bread and walk across the Museum site to find areas of food production. <i>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.</i>		-Trips and slips outside or inside a building. - Various cooking utensils; cuts and abrasions from handling items. - Choking on food. - Allergic reactions to food. - Cross contamination from children and staff hands. - Livestock bites/contamination through faeces. Also possible animal urine contamination on stored crops. - Museum team member will be cooking over an open fire - burns and smoke inhalation.		OPERATOR <input checked="" type="checkbox"/> Employee(s) <input type="checkbox"/> Contractor(s) <input checked="" type="checkbox"/> Tutor(s)		Museum 'Important Information for Group Leaders' document issued with booking. Safety briefing at start of session. Children are constantly supervised by an adult. First aid kit in the building and first aider on site at all times. Basic hand washing and drying facilities at location. Proper hand washing facilities are recommended and nearby. HSE advice sheet on visiting open farms sent with booking			Museum staff and workshop leaders.			3 4 12			Constant vigilance required from all adults. Some of the cooking utensils will only be used by the leader, but the pupils must be supervised to ensure they understand and follow this instruction. We rely on teachers to let us know which child in a group has any allergies.		Museum staff and workshop leaders.			
				TEAM <input checked="" type="checkbox"/> Employee(s) <input type="checkbox"/> Contractor(s) <input checked="" type="checkbox"/> Tutor(s) <input checked="" type="checkbox"/> Child > 12 <18								3 2 6 4 3 12						L M		
				BYSTANDER <input type="checkbox"/> Employee(s) <input type="checkbox"/> Contractor(s) <input type="checkbox"/> Tutor(s) <input type="checkbox"/> Site Guest(s) <input type="checkbox"/> Child > 12 <18 <input type="checkbox"/> Child < 12 <input type="checkbox"/> Pregnant <input type="checkbox"/> Disabled <input type="checkbox"/> Non English <input type="checkbox"/> Elderly > 70								4 2 8 4 3 12						L M		
				VISITOR <input type="checkbox"/> General Public <input type="checkbox"/> Child > 12 <18 <input checked="" type="checkbox"/> Child < 12 <input type="checkbox"/> Pregnant <input type="checkbox"/> Disabled <input type="checkbox"/> Non English <input type="checkbox"/> Elderly > 70								4 3 12						M		
				Estimated No of People Involved 15 max																
				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																

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)