

(1) Activity		Textiles						Risk assessment carried out by?		Schools Services team			Date	December 2011		Reference																																					
(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)		Risk Rating VL L M H		What further actions/controls are needed?		By who? By when?																																			
Tudor textiles schools workshop. Location: Bayleaf Farmstead (map ref. B1). Also part of the on a Tudor winter workshop.		Sharp pins on carders. Sharp point on spinning wheel. Contamination from raw fleece. Dermatological reaction to raw fleece. Slip / trip on uneven floor or steep staircase. Open fire in main hall - burns and smoke inhalation. Candles are sometimes lit.		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 aider on site at all times. Spinning wheel is not used. Close supervision when using carders. Reminder to wash hands properly (with warm water and soap) in nearby hand washing facilities. Open fire is supervised by a museum volunteer at all times. Fire extinguisher in main hall. Candles in appropriate holders.				Museum staff and workshop leaders.		2		4		8		L		Drop spindles are used instead of the spinning wheel. Wool is easier to handle when it is raw due to lanolin content. It is the teacher's responsibility to ensure children wash hands after the session. Do not handle raw fleece if you are pregnant. Fires tended by experienced volunteers will produce flames and heat, not smoke. Teachers should take their children to wash their hands after the session in the nearby facilities.		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								2		1		2		VL																																			
				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								3		3		9		L																																			
				ESTIMATED NO OF PEOPLE INVOLVED 15 max								4		3		12		M																																			
				Reviewed By								LH		Date		16.12.13		Reviewed By						LH		Date		31.7.15		Reviewed By		NT		Date		21.11.16		Reviewed By		NT		Date		23.11.17		Reviewed By		NT		Date		18.1.19	
				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)