



Risk Assessment for Tracks of the Past workshop, DIG, completed 1st June 2018

1. Hazard: Workshop equipment / replica tools / landscape map

People / items at risk: Staff / teachers / pupils

Comments: Hazards arising from incorrect handling of equipment: improper use, trip hazards. Trapping of fingers or limbs in moving parts of quern. Building blocks or landscape map falling from tabletop.

Existing control measures: All equipment to be under close supervision of workshop leader at all times. No sharp edges. To be handled by participants only under supervision.

Risk rating: C3

Control measures required: Equipment to be checked prior to and after each session for missing / damaged pieces. Clear verbal instructions to be given to participants prior to allowing handling. All new staff to be made aware of existing control measures. NB – ONLY ITEMS IDENTIFIED IN WORKSHOP OUTLINE DOCUMENT TO BE USED, UNLESS PRIOR APPROVAL HAS BEEN GIVEN BY THE EDUCATION DEPT.

Monitoring: Safety to be assessed routinely by staff throughout the session.

Review: Prior to each new session. Additional controls to be applied accordingly, where necessary.

2. Hazard: Replica poo dissection exercise

People / items at risk: Staff / teachers / pupils

Comments: Hazards arising from ingestion of materials: choking / allergies. Potential for replica 'poo' material to be wiped onto clothes.

Existing control measures: Activity to be under close supervision of workshop leader at all times. All materials used are child friendly.

Risk rating: C3

Control measures required: Workshop leader to check with group leader re: any concerns over allergens due to slight risk of skin contact with the following: flour / grain / seed / legume / fruit stone. For more information: refer group leader to 'General statement on products and materials, JORVIK Group workshops' document.

Monitoring: Safety to be assessed routinely by staff throughout the session.

Review: Prior to each new session. Additional controls to be applied accordingly, where necessary.