

Risk Assessment for: "Pop to the Shops Learning Activity"



This document was created in MY Compliance Management on 26/09/2024 12:36:28

Risk Assessment for: Pop to the Shops Learning Activity			
Start date	16/02/2024	End date	16/02/2026
Contact	Simon Woolley		
Phone	01913704011		
Location	Town Area		
Description	Key Stage One children carry out a shopping activity in the Town. Lasts about an hour. Meet in the Masonic Hall for introduction and then split up into groups to go and buy objects in the following shops: Chemists, Garage, Hardware, Drapery and Grocers. Children buy things on their list of items with money given in the introduction. They will be in five groups and rotate around the spaces each group starting in a different place. Finish with round up back in the Masonic Hall.		

Handling objects From Register: 'Learning Risk Register'

Hazard:	Handling objects			
	Rating Before Control Measures: 8		Rating After Control Measures: 4	
	Risk Level	2 = Requiring medical attention (burn, deep cut) / Illness requiring medical treatment or 1-3 days lost work time	Risk Level	2 = Requiring medical attention (burn, deep cut) / Illness requiring medical treatment or 1-3 days lost work time
	Likelihood	4 - Likely to happen	Likelihood	2 - Unlikely to happen
Description	Staff and Children handling artefacts during the activity.			
Who is harmed and how	Staff and children, from splinters, dropping heavy objects, cuts, crushed fingers, bruising.			
Current Controls (Handling objects)	Children to be effectively briefed and instructions given emphasising potential risks. Staff to monitor condition of artefacts and remove is hazardous. Heavy object kept on the tables and supervised by adults. Use of Mangle, carpet beater, grater especially to be supervised. Ensure children at a safe distance when using carpet beater. Only adults open and close piano lids and other lids that could suddenly drop. Only staff do toasting.			
Additional Controls (Handling objects)				

Sharp objects From Register: 'Learning Risk Register'

Hazard:	Sharp objects	
	Rating After Control Measures: 4	
	Risk Level	2 = Requiring medical attention (burn, deep cut) / Illness requiring medical treatment or 1-3 days lost work time
	Likelihood	2 - Unlikely to happen
Description	Objects that may become sharp if they are broken e.g. glass beakers, pottery ware	
Who is harmed and how	Staff and visitors may cut themselves on the broken remains	
Current Controls (Sharp objects)	Handle objects above a table so they do not have as far to fall if dropped. Unwieldy objects like the Just One Spark glass tube should be moved straight from clamp stand to padded packaging and vice versa. Keep objects on the table and advise visitors they do not need to pick them up.	
Additional Controls (Sharp objects)	Objects should be checked for any damage before being used in an activity. If damaged, it should not be used and should be disposed of. If object is dropped, examine for any damage. If object is broken, instruct visitors to step back from the scene whilst a member of staff retrieve cleaning equipment to tidy up. Alert the Learning Team so a replacement/alternative can be sourced.	

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Weather		From Register: 'Learning Risk Register'	
Hazard:	Weather		
	Rating Before Control Measures:	9	Rating After Control Measures:
	Risk Level	3 = Major Injury (broken bone) / Illness requiring urgent medical treatment, >3 days lost work time or chronic illness	Risk Level
	Likelihood	3 - May or may not happen	Likelihood
Description	Adverse weather conditions during the running of the activity		
Who is harmed and how	Children, school staff, visitors and Museum staff falling on ice or snow, exposed to extreme cold.		
Current Controls (Weather)	Staff to monitor conditions and adapt delivery accordingly. Staff to grit and clear pavements if necessary.		
Additional Controls (Weather)	staff to follow evacuation procedure if directed. Suitable shoes and clothing to be worn by students. Fires lit and heating on as appropriate.		

Slip or Trip Hazard		From Register: 'Learning Risk Register'	
Hazard:	Slip or Trip Hazard		
	Rating Before Control Measures:	9	Rating After Control Measures:
	Risk Level	3 = Major Injury (broken bone) / Illness requiring urgent medical treatment, >3 days lost work time or chronic illness	Risk Level
	Likelihood	3 - May or may not happen	Likelihood
Description	In interior buildings during activities for school groups. Children fall in dim lighting, over dark furniture, when climbing, over wobbly furniture, on stairs and over other hazards.		
Who is harmed and how	Staff and children		
Current Controls (Slip or Trip Hazard)	Effective briefing and instructions given, emphasising potential risks. Pre organise furniture, rugs and equipment to minimise risks. Monitor. Children are told not to climb on anything. Staff ensure furniture is secure. Monitor children when using the stairs.		
Additional Controls (Slip or Trip Hazard)			

Hazard:	Slip or Trip Hazard		
	Rating Before Control Measures:	9	Rating After Control Measures:
	Risk Level	3 = Major Injury (broken bone) / Illness requiring urgent medical treatment, >3 days lost work time or chronic illness	Risk Level
	Likelihood	3 - May or may not happen	Likelihood
Description	Children falling in playground during play part of activity		
Who is harmed and how	Children falling whilst running on unforgiving playground		
Current Controls (Slip or Trip Hazard)	Play appropriate games suitable for the surface.		
Additional Controls (Slip or Trip Hazard)	Clear instructions given, practice at a slow pace before speeding up. Encourage accompanying staff to monitor and support delivery by managing the children.		

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Allergies from objects used with children From Register: 'Learning Risk Register'

Hazard:	Allergies from objects used with children			
	Rating Before Control Measures:		Rating After Control Measures:	
	10		5	
	Risk Level	5 = Loss of life / Illness with potential to cause death or multiple disabilities	Risk Level	5 = Loss of life / Illness with potential to cause death or multiple disabilities
	Likelihood	2 - Unlikely to happen	Likelihood	1 - Almost certain never to happen
Description	Allergic reaction			
Who is harmed and how	Staff and children, allergic reaction requiring emergency medical attention			
Current Controls (Allergies from objects used with children)	Ensure all participants know the risk. Ensure accompanying staff are aware so they may take children away from the activity when they know a specific child may be affected. First Aider and radio on hand.			
Additional Controls (Allergies from objects used with children)				

Dropping heavy objects From Register: 'Learning Risk Register'

Hazard:	Dropping heavy objects			
	Rating Before Control Measures:		Rating After Control Measures:	
	9		6	
	Risk Level	3 = Major Injury (broken bone) / Illness requiring urgent medical treatment, >3 days lost work time or chronic illness	Risk Level	3 = Major Injury (broken bone) / Illness requiring urgent medical treatment, >3 days lost work time or chronic illness
	Likelihood	3 - May or may not happen	Likelihood	2 - Unlikely to happen
Description	Heavy weights or items dropped			
Who is harmed and how	Heavy weights/items falling onto fingers or toes causing bruising, broken bones or crush injury.			
Current Controls (Dropping heavy objects)	Clear instructions. Designated area where activities using weights/ heavy items are used e.g. bridge testing area. Supervise to ensure people stand back from any potential falling objects e.g weights testing the strength of bridges.			
Additional Controls (Dropping heavy objects)	Reduce height that bridges are tested.			

Mismanaging children during activities From Register: 'Learning Risk Register'

Hazard:	Mismanaging children during activities			
	Rating Before Control Measures:		Rating After Control Measures:	
	6		2	
	Risk Level	2 = Requiring medical attention (burn, deep cut) / Illness requiring medical treatment or 1-3 days lost work time	Risk Level	2 = Requiring medical attention (burn, deep cut) / Illness requiring medical treatment or 1-3 days lost work time
	Likelihood	3 - May or may not happen	Likelihood	1 - Almost certain never to happen
Description	Children pushing one another after no and/or poor instructions given			
Who is harmed and how	Children bumps and bruises			
Current Controls (Mismanaging children during activities)	Beamish Staff manage children effectively giving clear and concise instructions at all times			
Additional Controls	Children made to line up, take it in turns, go in lines, maintain a calm atmosphere, ensure all children can hear instructions given, ask supervising teachers to help.			

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(Mismanaging children during activities)

Emotional Upset		From Register: 'Learning Risk Register'		
Hazard:	Emotional Upset			
	Rating Before Control Measures:	4	Rating After Control Measures:	1
	Risk Level	1 = Minor injury (Slight cut, scrape, bruise) / Short term illness or discomfort	Risk Level	1 = Minor injury (Slight cut, scrape, bruise) / Short term illness or discomfort
	Likelihood	4 - Likely to happen	Likelihood	1 - Almost certain never to happen
Description	Children get emotionally affected by the experience offered.			
Who is harmed and how	Children - emotionally affected by experience.			
Current Controls (Emotional Upset)	Museum staff are careful to explain at the beginning of any session what will be involved and how the children might be affected. They will need to explain how they are pretending to be the characters from the past.			
Additional Controls (Emotional Upset)	Museum staff will need to move from 3rd person delivery to 1st person delivery through the introduction and not be in 1st person delivery from the offset. accompanying staff will be encouraged to monitor their individual children as the session progresses.			

Safeguarding		From Register: 'Learning Risk Register'		
Hazard:	Safeguarding			
	Rating Before Control Measures:	6	Rating After Control Measures:	3
	Risk Level	3 = Major Injury (broken bone) / Illness requiring urgent medical treatment, >3 days lost work time or chronic illness	Risk Level	3 = Major Injury (broken bone) / Illness requiring urgent medical treatment, >3 days lost work time or chronic illness
	Likelihood	2 - Unlikely to happen	Likelihood	1 - Almost certain never to happen
Description	Inappropriate conduct between children and other visitors or children and staff			
Who is harmed and how	Children being exposed to inappropriate behaviour by other visitors or staff			
Current Controls (Safeguarding)	Students to stay in Town Area, to keep in their groups and not split up. Accompanying staff to supervise groups as closely as possible. Leading staff member to be DBS checked.			
Additional Controls (Safeguarding)	Additional support from schools with younger children - 1 adult with each group. Children to be grouped according to the numbers of supporting adults available. Discussion with lead teacher before the groups are sent off. Training delivered to all Beamish Staff concerning safeguarding.			

