

RISK ASSESSMENT RECORD

Specific Assessment

Activity/Task/Activity Stage Description	Existing/Proposed Control Measures
Making bread	<p>Full instructions are given to the group before the activity takes place.</p> <p>The activity is always supervised.</p> <p>An instruction sheet and ingredient list is available.</p> <p>Wooden bowl and spoon are thoroughly cleaned with Milton solution after each use.</p> <p>Participants are instructed not to eat the dough mixture or the bread.</p> <p>Hot water and soap are provided for hand washing at the end of the session.</p> <p>Participants with wheat or dairy allergies are to be prevented from taking part in the activity depending on the severity of their allergy.</p>

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		Band 1 (1 – 6)	Band 2 (8 - 12)	Band 3 (15 - 25)
1 - Trivial (eg discomfort, scratch, slight bruising) 2 - Minor (eg small cut, abrasion, basic first aid sufficient) 3 - Moderate (eg strain, sprain, incapacitation for more than 3 days) 4 - Serious (eg fracture, amputation, hospitalisation for more than 24 hours) 5 - Fatal	1 - Remote (almost never) 2 - Unlikely (occurs rarely) 3 - Possible (could occur, but uncommon) 4 - Likely (recurrent but not frequent) 5 - Very likely (occurs frequently)	LOW RISK Continue, but review periodically to ensure controls remain effective	MEDIUM RISK Continue, but review regularly with a view to identifying improved controls	HIGH RISK - STOP - Identify new controls. Activity must not proceed unless risk reduced to Band 2

Hazard(s) Identified	People Affected	Hazard Severity (a)	Likelihood of Occurrence (b)	Initial Danger Index (a x b)	Additional Controls (when Initial Danger Index considered unacceptable)	New Danger Index (a ₁ x b ₁)	Assessor Signature and Date
Allergic reaction to the wheat	Participants	4	1	4			ERW 1/3/2010
Allergic reaction to milk	Participants	4	1	4			

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Coin stamping	Full instructions are given at the beginning of the activity including the possible danger of an injury from using the hammer. An instruction sheet is available. This activity is only to be done as a demonstration to year 3 groups and over.

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Injury caused by hammer	Demonstrator/Children	2	3	5			ERW 1/3/2010

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Making Clay thumb/pinch pots	Sterile modelling/pottery clay is provided by the oldboard.network. Rubber gloves/band aids are provided to protect any existing cuts. Hot water and soap is provided for hand washing at the end of the activity. An instruction sheet is available.

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Clay may get into a child's eyes	Children	2	2	4			ERW 1/3/2010
Clay could be swallowed	Children	2	2	4			

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Controlled fire hearth	Instruction not to tamper with the fire School groups warned about fire on arrival Casual visitors with children advised of fire Fire surrounded by pots to create a barrier Fire only ever kept 'small' and checked regularly Combustible material is kept at a safe distance Stone liable to explode is kept out of the fire

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Burns incurred while stoking the fire	Staff/ visitors	3	3	9			ERW 1/3/2010
Sparks shooting out of the fire	Staff/visitors	2	3	6			

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Natural Dyeing demonstrations	<p>The activity is always supervised and educational groups observe only.</p> <p>Heatproof gloves are provided to protect the demonstrators' hands from any hot liquids.</p> <p>Full instructions are given to any new demonstrators before they carry out the activity.</p> <p>Alum is the only mordant used in the dyeing demonstrations.</p>

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Scolding from hot water	Demonstrator	2	3	5			ERW 1/3/2010
Burn from the fire	Demonstrator	2	2	4			

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Pewter bracelet making	<p>This activity is only to be carried out as a demonstration by a member of Staff.</p> <p>Heat proof gloves safety goggles are provided for the demonstrator.</p> <p>All equipment is checked before for each use and any broken pieces are repaired or replaced.</p> <p>Children and adults watching the demonstration are instructed to stand a safe distance.</p> <p>Lead free pewter is always used.</p>

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Burn from charcoal furnace	Demonstrator	2	3	6			ERW 1/3/2010
Burn from hot metal	Demonstrator	2	3	6			

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Activity/Task/Activity Stage Description	Existing/Proposed Control Measures
Use of the Saddle querns for grinding wheat	<p>Full instructions are given to the group before the activity takes place.</p> <p>The activity is always supervised.</p> <p>An instruction sheet is available.</p> <p>This activity should not be carried out with groups that have more than 15 children in them.</p> <p>The use of the rotary quern is limited to 1 adult at a time and 2 children at any one time.</p> <p>Any participant with a wheat allergy should be prevented from taking part in the activity.</p> <p>Only small, light rubbing stones are to be used.</p>

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Rubbing stones could be dropped on hands or feet	Participants	2	2	4			ERW 1/3/2010
Allergic reaction to the wheat	Participants	4	1	4			

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Use of the Rotary quern for grinding wheat	<p>Full instructions are given to the group before the activity takes place.</p> <p>The activity is always supervised.</p> <p>An instruction sheet is available.</p> <p>This activity should not be carried out with groups that have more than 15 children in them.</p> <p>The use of the rotary quern is limited to 1 adult at a time and 3 children at any one time.</p> <p>Any participant with a wheat allergy should be prevented from taking part in the activity.</p> <p>Groups are to be told of the possible hazard of fingers getting caught in the quern stone</p>

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Fingers could become trapped in between the quern stones.	Participants	3	2	5	Member of staff only to collect the ground flour		ERW 1/3/2010
Allergic reaction to the wheat	Participants	4	1	4			

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