

Risk Assessment Form

Equipment / Activity / Area being assessed	Habitats Science Show	Risk Assessment No	LE-37
Location	Theatre	COSHH assessment	
Who is exposed?	Staff, Audience.		
Date of assessment	19.11.2025		
Assessor's name and job title	Rachael Bevan, Head of Learning and Inspiration		

Risk = Likelihood of injury x Severity of injury	R = L x S	Low risk = 0 – 6	Medium risk = 7 – 12	High risk = 13 – 25
---	------------------	-------------------------	-----------------------------	----------------------------

		S = Severity of injury					
		No injury or illness (0)	Minor injury or illness (1)	First aid injury or illness (2)	“3 day” injury or illness (3)	Major injury or illness (4)	Fatality, disabling injury, etc (5)
L = Likelihood of injury	Zero to very low (0)	0 = Low	0 = Low	0 = Low	0 = Low	0 = Low	0 = Low
	Very unlikely (1)	0 = Low	1 = Low	2 = Low	3 = Low	4 = Low	5 = Low
	Unlikely (2)	0 = Low	2 = Low	4 = Low	6 = Low	8 = Medium	10 = Medium
	Likely (3)	0 = Low	3 = Low	6 = Low	9 = Medium	12 = Medium	15 = High
	Very likely (4)	0 = Low	4 = Low	8 = Medium	12 = Medium	16 = High	20 = High
	Almost certain (5)	0 = Low	5 = Low	10 = Medium	15 = High	20 = High	25 = High

	Hazard	Control Measures already in place to control the risk	What additional Control Measures are required?	Risk rating (High, Medium, Low)	Completed/ Escalated to:
1	Poor housekeeping and general untidiness Slips, trips, and falls	Regular checks and quick tidy-ups of the space to be conducted daily by Enablers. Props and resources to be set up at a suitable distance from the audience and ensuring walkways are kept clear. Fire exits to be kept clear at all times. Any mess or damages that can't be tidied or repaired to be reported to the Facilities Manager and/or Technicians. First aider on site at all times during museum opening hours.		L = 3 S = 1 R = 3	
2	Theatre stairs Trips, falls, misbehaviour	Annual PUWER inspections for seating The audience will be instructed to stay seated and children should not run around the theatre. Lights shall be kept in presentation mode so that visibility is not impaired. Volunteers will be given plenty of time to move from their seats to the stage floor and advised not to run. No one is permitted to sit on the stairs so emergency routes are kept clear. First aider on site at all times during museum opening hours.		L = 2 S = 2 R = 4	
3	Audience misbehaviour. Risk of injury to students and staff.	Enabler will ask the audience to remain seated and to be careful that no child interrupts the show. The Enabler will have the power to stop or even cancel the show if these conditions are not met.		L = 2 S = 2 R = 4	
4	Unsupervised room	The theatre space will be locked and inaccessible to the public when not in use. Show resources should be stored away when not in use.		L = 1 S = 2 R = 2	

	<p>Use of electrical equipment: Computer, camera, microscope.</p> <p>Shocks, burns</p>	<p>All equipment is PAT compliant and subject to annual testing.</p> <p>Only staff should operate the equipment.</p> <p>The AV cupboard is to be kept closed when not in use.</p> <p>Cables are kept tidy and not in walking routes.</p>		<p>L = 1 S = 4 R = 4</p>	
5	<p>Honeybee demo – use of Velcro and legwarmers</p> <p>Slips and trips, scratches, allergens</p>	<p>Child-safe Velcro balls are used.</p> <p>Non-slip surface used beneath the mat.</p> <p>Legwarmers are made from synthetic fabric.</p> <p>Children advised to be careful when they get on the floor and to not stand on the balls.</p> <p>Velcro balls are not needed to be thrown – they will stick to the legwarmers when the children go over them.</p> <p>Children are given clear instructions by the Enabler. The demo will be stopped by the Enabler if any misbehaviour occurs.</p>		<p>L = 2 S = 2 R = 4</p>	
6	<p>Feathers demo – use of water spray and feathers</p> <p>Water in eyes; allergens; slips from wet floor</p>	<p>Fake feathers are used to remove the risk of allergic reaction.</p> <p>Demo has been thoroughly tested and the optimum amount of feathers is used to minimise water spray getting through.</p> <p>Minimal amount of water is sprayed – residue on the floor is unlikely. Any water on the floor is wiped up immediately.</p> <p>The use of the water mister is mentioned in the teacher resource pack.</p>		<p>L = 2 S = 2 R = 4</p>	
7	<p>Night vision demo – use of camera and lights turned off</p> <p>Anxiety about being in the dark; falling over if moving around</p>	<p>Audience is told that the lights will be turned off and teachers advised to take any students out for a moment who may be scared of the dark.</p> <p>Audience are advised to remain seated at all times.</p> <p>There will be residual light from the night vision camera on the big screen.</p> <p>The darkness is mentioned in the teacher resource pack.</p>		<p>L = 2 S = 2 R = 4</p>	

8	Use of microscope Heavy object could be dropped	Only the Enabler uses the microscope. Microscope is positioned on the table and not to be removed from there. Trailing cables are kept tidy and away from walking route.		L = 2 S = 2 R = 4	
9	Sensory considerations	Smells – none anticipated Sounds – audience and Enabler shouting, music sound effects, sound of Velcro being attached/detached. Touch – Velcro texture, feathers, water spray Sight – darkness during night vision demo; bug specimens under the microscope Taste – none All are included in the teacher pack and further details can be provided as requested.		L = 2 S = 1 R = 2	

Sign-off of risk assessment

Review by Line Manager (Name, job title and date)	D Parsley facilities manager 19/11/25
Next Review date	19/11/26