

Risk Assessment Form

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|---|---|---------------------------|-------|
| Equipment / Activity / Area being assessed | From Chew to the Poo science show | Risk Assessment No | LE-26 |
| Location | Theatre | COSHH assessment | |
| Who is exposed? | | | |
| Date of assessment | 14 March 2024 Review 04.04.2025 | | |
| Assessor's name and job title | Rachael Bevan, Head of Learning and Inspiration | | |

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|---|------------------|-------------------------|-----------------------------|----------------------------|
| 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 on-duty Technician or facilities manager First aider on site at all times during museum opening hours. | | L = 1 S = 1 R = 1 | |
| 2 | Use of electrical equipment Shocks, burns | All equipment is PAT compliant and subject to annual testing. Only trained staff should operate the equipment. The AV cupboard is to be kept closed when not in use. | | L = 1 S = 2 R = 2 | |
| 3 | Stairs and foldable seats Trips, falls, misbehaviour | Seating annually PUWER inspected Lights to be kept high while audience members find their seats. Audience will be asked to remain in their seats for the duration of the show. First aid kits and trained personnel will be available at all times. | Grownups to remain in close supervision of the children in their care at all times. Enabler can stop the show if children run around or misbehave. | L = 2 S = 1 R = 2 | |

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| 4 | <p>Use of liquids</p> <p>Spills and slips; allergies</p> <p>Confusion over properties of each liquid and potential misuse</p> | <p>Spillages to be cleaned up immediately.</p> <p>Gloves available for those who may be allergic to any ingredients being used.</p> <p>Liquids are decanted into clearly labelled jars.</p> <p>Liquids to be decanted and prepared in the staff kitchen.</p> | | <p>L = 2</p> <p>S = 2</p> <p>R = 4</p> | |
| 5 | <p>Use of kitchen equipment such as knife and potato masher</p> <p>Cuts</p> | <p>The knife used is blunt.</p> <p>The knife and masher are handed carefully to the volunteers by the Enabler.</p> <p>Clear instructions are given to the volunteers on how to use the equipment.</p> <p>The Enabler will help the volunteer if they struggle to use the equipment.</p> <p>The Enabler will remove the equipment from the volunteers if they misbehave.</p> | | <p>L = 1</p> <p>S = 2</p> <p>R = 2</p> | |
| 7 | <p>Unsupervised room</p> | <p>The theatre space will be locked and inaccessible to the public when not in use.</p> <p>Show resources should be stored away when not in use.</p> | | <p>L = 1</p> <p>S = 2</p> <p>R = 2</p> | |

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| 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 |