

**Safety Management System 2023-2024 Risk Assessment for a Living History workshop within a school.**

*Organisers and/or care givers are responsible for child safety and behaviour at all times.*

*Living History Workshop crew are not responsible for the behaviour of any members of the public at any time during our visit.*

**Risk Exposure is based upon two factors – Severity and Likelihood**

Severity

- Major = 5 = death (eg multiple or single, including fatal disease)  
 High = 4 = severe permanent injury (eg paralysis, loss of limbs, blindness, chronic diseases)  
 Medium = 3 = permanent injury (partial disablement, loss of digits, deafness, sight impairment)  
 Moderate = 2 = temporary injury (eg fractures, non-fatal acute diseases, back injuries, deep cuts)  
 Low = 1 = minor injury (eg minor cuts and bruises, irritation to eyes, skin, respiration)

Likelihood

- High = 5 = common occurrence  
 High/medium = 4 = regular occurrence  
 Medium = 3 = medium occurrence  
 Low = 2 = possible occurrence  
 Very low = 1 = unlikely occurrence

Risk Score is Severity x Likelihood (eg 4 x 3 = 12)

A high risk score will fall between 12 and 25 inclusive

A medium risk score will fall between 6 and 10 inclusive

A low risk score will fall between 1 and 5 inclusive

Hazard	Who is affected	Severity (S)	Likelihood (L)	Risk Score (S x L)	Existing Controls	Further action
Manual Handling Injuries	LHW crew	2	2	4	HSE guidelines	Do not lift in excess of 25kg alone
Falling objects	LHW crew Students Teaching Staff	2	1	2	No unstable items above eye level	Staff to closely monitor use of the map and loom

Tripping and Slipping	LHW crew Students Teaching Staff	2	2	4	Ensure orderly movement of children at all times. Tuck loose hessian under table legs.	Teaching staff are responsible for the behaviour and welfare of the students at all times.
Injury through misuse of costume items	LHW crew Students Teaching staff	1	1	1	LHW crew trained in use of costume items. Staff ensure public use costume items correctly at all times.	Teaching staff are responsible for the behaviour and welfare of the students at all times.
Injury through misuse of props	LHW crew Students Teaching staff	1	2	2	LHW crew trained in use of props and to closely monitor public use of props. Students not be left unsupervised with weapons or armour.	Teaching staff are responsible for the behaviour and welfare of the students at all times.
Injury through metal-work (pewter)	LHW crew Students Teaching staff	1	2	2	Ensure pupils are aware of danger of sharp corners. Check all corners are thoroughly sanded.	Teaching staff are responsible for the behaviour and welfare of the students at all times.
Choking on necklace thread.	Students	5	1	5	LHW crew to ensure necklaces are appropriately loose. School to follow own policy regarding wearing jewellery.	Teaching staff are responsible for the behaviour and welfare of the students at all times. First Aid by Teaching Staff.
Allergic reaction to face paint.	Students Teaching Staff	1	1	2	Teaching Staff to check regarding allergies before administering face paint. Parental permission slips to be obtained by Teaching Staff.	First Aid by Teaching Staff.
Choking on small objects.	LHW crew Students Teaching Staff	5	1	5	LHW crew to ensure that handling of artefacts and other small objects are supervised (by LHW or Teaching Staff)	Teaching staff are responsible for the behaviour and welfare of the students at all times.

Allergic reaction to contents of Dark Age Medicine <b>(Saxon and Viking only)</b> Lavender/Ca lenda/cloves/cabbage/willow/oats/salt/ginger/parsley/	LHW crew Students Teaching Staff	1	1	2	LHW crew to closely supervise use of the dried herbs. Only 'safe' and approved herbs to be used in the workshop.	First Aid by Teaching Staff
Dust in eyes	Students	1	1	1	Participants to be made aware of the risk and advised not to touch their faces.	Teaching staff are responsible for the behaviour and welfare of the students at all times. First aid by Teaching Staff.
Respiratory problems from dust – chalk/clay powder etc	Teaching Staff, Students, LHW crew	1	1	1	LHW crew to ensure minimum disturbance of dusty areas when students are in the room - clean up after students have left whenever possible. Open windows if appropriate.	Teaching staff are responsible for the behaviour and welfare of the students at all times. First aid by Teaching Staff.
Cut, bruise, abrasion, irritation caused by the tools or processes used during the workshop.	Teaching Staff, Students LHW crew	1	1	1	Students to be made aware of any risks, and instructed on the safe and proper use of the tools/equipment. Students to be supervised at all times.	Teaching staff are responsible for the behaviour and welfare of the students at all times. First aid by Teaching Staff.
Plaster of Paris – inhalation and skin irritation	Teaching staff, students LHW crew	1	1	1	Ensure adequate ventilation. Students to be supervised at all times. Hands to be washed afterwards.	First aid by Teaching Staff.

Allergic reaction to wool ( <b>Saxon and Viking workshops only</b> )	Teaching Staff Students	1	1	1	It is assumed that teaching staff will be aware of any allergies suffered by students	Teaching staff are responsible for the behaviour and welfare of the students at all times. First aid by Teaching Staff.
Allergic reaction to *gluten (Pearl barley used in quern stone) Egyptian, Viking, Saxon, Stone Age groups of over 70 children	LHW crew Teaching Staff Students	5	2	10	) It is assumed that teaching staff will be aware of any allergies suffered by students Gluten highlighted in booking process..	Teaching staff are responsible for the behaviour and welfare of the students at all times. First aid by Teaching Staff.

\* Workshops affected: Egyptian, Viking, Anglo Saxon workshops. Stone Age workshops for groups of over 70 children. We do not use the quern stone in the Greek or Roman workshops.