

RISK ASSESSMENT FORM

Activity/Task: Stone Age to Iron Age Practical Activities
(additional to generic school visit Risk Assessment which also applies)



HAZARDS	RISK RATING (High, Med, Low)	CONTROLS
<p>Paint making (cave painting activity)</p> <p>Ingredients used:</p> <p>Pigments (natural products) Material Safety Data Sheets available for all products used.</p> <ul style="list-style-type: none"> • Raw Umber, Dark (40660) • Vine Black, German (47000) • English Red Light (40542) • Titanium White Rutile (46200) • French Ochre Havane (40080) • French Ochre Light (40012) <p>Binders</p> <ul style="list-style-type: none"> • Gum Arabic (63300-63330) • Honey • Dried milk powder • Egg yolk or egg white <p>Dispersants</p> <ul style="list-style-type: none"> • Water • Olive oil 	<p>ALL LOW</p>	<p>This is a supervised activity that takes place only in workshops run by museum staff.</p> <p>Pigment notes</p> <p>All products used are natural and are in powder form. None of the materials are classified as hazardous or subject to classification according to EC lists. Material Safety Data sheets are available on request.</p> <p>Very small quantities are used to make up the paints, the powders are mixed with water to make a smooth paste to which the binding agent is added.</p> <p>Binder notes</p> <p>All binders are natural products. Gum Arabic is the dried vegetable juice of Aracia Senegal.</p> <p>We note that we are using dairy products and that warnings must be given to schools in case of allergies.</p> <p>Dispersant notes</p> <p>The recipes we are using all use bottled spring water as the dispersant.</p>
<p><u>Risks</u></p> <p>Allergic reactions to raw materials e.g. reaction to dairy products</p> <p>Powder contact with skin</p>	<p>L2 x C2</p> <p>L2 x C1</p>	<p><u>Measures</u></p> <p>Warn schools that dairy products are being used in the making of the paints. Paint making is an optional activity and schools have to choose to take part in it.</p> <p>We provide stocks of nitrile (latex free) protective gloves for use during the paint making activity if there are any concerns about allergies.</p> <p>Advise children to use the measuring implements and avoid direct contact with the powder. This will also avoid clothes becoming stained, and ingestion.</p> <p>Wear gloves or wash affected area with soap and plenty of water.</p> <p>Do not allow children to eat during the activity and ensure they are asked to wash their hands afterwards, especially before eating.</p>

Powder contact with eyes	L2 x C1	Advise children not to have direct contact with the powder but to use the measuring implements provided. If affected, rinse open eyes with plenty of water. If irritation occurs or persists, seek medical advice.
Inhalation (powder)	L1 x C2	Very small quantities of powder are used each time. Use in a well-ventilated room. Advise asthma sufferers to avoid or not handle the powder ingredients. If affected, take the person out to the fresh air.
Ingestion	L1 x C2	Advise hand washing after the activity and before eating. Drink plenty of water and seek medical advice in case of discomfort.
Special hazards		None listed on Material data Safety Sheets Emergency telephone number for pigment manufacturer +49 7565 914480 Monday to Friday 8am – 5pm.
Soap Knapping activity		
<p>Bars of household soap are shaped into Stone Age flint shapes using modelling implements including blunt metal knives.</p> <p>Materials used: Household soap bars (lightly perfumed)</p> <p>Modelling tools</p> <p>Metal kitchen knives (normal food type, not specialist cutting knives)</p>		<p>Notes on materials</p> <p>Soap is non-hazardous but is lightly perfumed with a smell.</p> <p>The modelling tools are used for various modelling activities including on open days and family workshops.</p> <p>The kitchen knives are the sort you would find in the cutlery drawer, with slightly serrated edges, not very sharp.</p>
<u>Risks</u>		
Allergic reaction to soap	L2 x C2	<p>This is an optional activity. Schools have to choose to take part in this part of the workshops. Advise schools who want to book that there is a risk of a reaction to the soap from those who have sensitive skin or perfume allergies.</p> <p>We provide nitrile (latex free) protective gloves that can be worn during the activity.</p>
Ingestion	L1 x C2	Advise children not to put their hands in their mouth until after they have washed their hands at the end of the activity.

<p>Inhalation of fumes from perfumed soap</p>	<p>L3 x C1</p>	<p>Activity takes place either outside or in a well-ventilated room or area.</p> <p>Advise asthma sufferers to avoid the activity if very sensitive or let a school adult know if they detect any warning signs.</p>
<p>Child cuts themselves with a knife or modelling tool</p>	<p>L2 x C2</p>	<p>No tools used are particularly sharp, the technique for knapping the soap is modelled for children with the knives being scraped along the side of the soap away from the child.</p> <p>No cutting actions are required during this activity. Flakes of soap are skimmed from the side of each bar.</p> <p>Modelling tools are standard, designed for use by children under supervision.</p>
<p>Soap contact with eyes</p>	<p>L2 x C1</p>	<p>Flush open eye with water. Seek medical help if prolonged irritation occurs.</p>
<p>Stonehenge on a Shoestring activity</p>		
<p>Using string and markers to recreate a Stonehenge type monument either outside or inside.</p>		
<p>Materials used: String Markers or tokens Compass</p>		
<p><u>Risks</u></p>		
<p>Child wanders off or is left unattended</p>	<p>L1 x C3</p>	<p><u>Measures</u></p> <p>This is an optional activity and schools have to choose to take part in it. If they felt there was a risk they do not have to do this part of the session.</p> <p>Activity takes place at school premises or at the museum or a defined outdoor area of the park.</p> <p>Activity is supervised by museum staff and school adults.</p>
<p>Trip hazard from markers in/on the ground</p>	<p>L2 x C1</p>	<p>Markers are collected at the end of each activity.</p>

PEOPLE AT RISK:

Tick appropriate box(s)

Employees Non Employees **SAFE SYSTEM OF WORK - Control Measures Required to Avoid or Minimise Risk****1) Before Starting Work:**

Museum is open c342 days per year to the public 10am – 5pm (closed term time Fridays)

Check education room and other areas to be used is set up with equipment and large windows are locked.

2) Safe Working:

Ensure adults are informed of Fire Evacuation procedures.

Additional assistants and/or volunteers will be provided for larger groups or where required for the safe running of the activity.

3) Upon Completion:

Assess any feedback from Leaders.

Overall Task Residual Risk (High, Med or Low) After Implementing Control Measures LOW

Are the Risks Adequately Controlled Yes (If No This Activity **Must Not Take Place**. Contact Health, Safety & Welfare for further advice)Assessor Name: Y Lawrence Signature Date: 14th January 2016

Date Communicated to Staff:

RISK ASSESSMENT REVIEW**ADDITIONAL CONTROL MEASURES:**

Are Employees Complying Yes

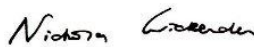
Have Any New Hazards Been Identified No

Are the Risks Adequately Controlled Yes

If No This Activity **Must Not Take Place**. Contact Health, Safety & Welfare for further advice

REVIEWED BY: N Wickenden

Signature:



Date: 14 January 2016

Date Communicated to Staff (if findings different):