

RISK ASSESSMENT FOR ANGLO SAXON WORKSHOP

ASSESSMENT UNDERTAKEN

ASSESSMENT REVIEW

Ely Museum
The Old Gaol, Market Street,
Ely, CB7 4LS

Name Janine Fairlie
Signed _____
Date .July 2024

Date __July 2025_____

Risk Assessment for Museum Visitors (School Groups)

Likelihood 1-5 (1 least likely 5 most likely) Severity (1 least, 5 greatest impact)

Potential Risk	Who is at risk	Action	By whom	Likelihood after action	Impact after Action	Risk Score
Sharp points on the Arrow heads	Visitors	<ul style="list-style-type: none"> Arrow heads have sharp points These are not to be handled by children 	LO/ Education Team Teachers	1	1	1
Weight of the Chain mail	Visitors	<ul style="list-style-type: none"> The chain mail is very heavy Children to be supervised and helped when handling or tying on the chain mail Children to have help putting on and taking off the chain mail Possibility of trapped fingers in the chain mail loops, staff to make children aware 	LO/ Education Team Teachers	1	1	1
Weight of the Shield	Visitors	<ul style="list-style-type: none"> The shield is quite heavy, children to be supported when holding the shield. Children to be made aware of the number of people around then when holding the shield so as not to hurt anyone 	LO/ Education Team Teachers	1	1	1

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Seax knife	Visitors	<ul style="list-style-type: none"> The seax knife is not sharp, but children still to be made aware of its potential dangers. Children to be supervised when holding the knife. 	LO/ Education Team Teachers	1	1	1
Weight of the Helmet	Visitors	<ul style="list-style-type: none"> Adult to place the helmet on the child's head so as not to catch ears or nose The helmet is heavy, child to only wear it for as long as they are comfortable 	LO/ Education Team Teachers	1	1	1

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		Likelihood				
		1	2	3	4	5
Impact	1	1	2	3	4	5
	2	2	4	6	8	10
	3	3	6	9	12	15
	4	4	8	12	16	20
	5	5	10	15	20	25

		Risk Score	Action
Priority	1	20 - 25	Stop the issue immediately pending a review
	2	15 - 16	Take appropriate action immediately
	3	10 - 12	Take appropriate action within 1 month
	4	5 - 9	Continue to monitor the risk annually
	5	1 - 4	No action required

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Appendix A: List of Types of Interactives

Interactive	Example	Comments	Action
Touch screens	Fen hut stories	Risk of damage from hand sanitisers and cleaning chemicals?	Appropriate sanitiser to be provided close at hand, screen to be cleaned regularly with appropriate wipes.
Dressing up clothes	Dressing up clothes in the first gallery	Close contact with bodies, including faces. Primary users likely to be unmasked children	Fabric sanitiser spray to be used regularly, items to be periodically swapped out of display for 'resting'.
Handling objects (stone)	Fossils	Integral to the display cabinets, not possible to remove. Very stable and unlikely to be damaged by regular sanitisation	Regular cleaning to be undertaken throughout the day, sanitiser to be positioned near by.
Handling objects (metal)	Replica brooch, replica gaol irons	Risk of damage from hands which have recently used sanitisers?	Notice encouraging sanitiser use before and after, suitable sanitiser positioned in proximity
Handling objects (textile)	Military display	Hard to sanitise	Fabric sanitiser spray to be used regularly
Handling objects (wood)	Slubber	Robust	Regular cleaning to be undertaken throughout the day, sanitiser to be positioned near by.
Handling objects (paper)	Evacuee clipboards	Hard to sanitise, risk of damage from hands still damp from sanitiser	Sanitiser positioned a short distance away to allow hands to dry.
Handling objects (other)	Market stall vegetables	Risk of damage from sanitiser?	Market stall components to be cleaned regularly using an appropriate sanitiser