

RISK ASSESSMENT FOR PREHISTORY 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 edges on the flint pieces and axes	Visitors	<ul style="list-style-type: none"> <li>Museum staff will make the children aware that the flint pieces and flint axes have sharp edges that could cut</li> <li>Children to be supervised and helped when handling the flint</li> </ul>	LO/ Education Team Teachers	1	1	1
Weight of the Stone Age hammer	Visitors	<ul style="list-style-type: none"> <li>Museum staff to explain to the he children how heavy the stone hammer is and to hold with 2 hands</li> <li>Children to be supervised when holding the hammer</li> </ul>	LO/ Education Team Teachers	1	1	1
Sharp edges of Iron Age tools	Visitors	<ul style="list-style-type: none"> <li>Museum staff will make the children aware that Iron Age tools have the potential to be sharp</li> <li>Children to be supervised and helped when handling the tools</li> </ul>	LO/ Education Team Teachers	1	1	1
Sharp edges of Bronze Age axe heads	Visitors	<ul style="list-style-type: none"> <li>Museum staff will make the children aware that Bronze Age axe heads have sharp edges</li> <li>Children to be supervised and helped when handling the axe</li> </ul>	LO/ Education Team Teachers	1	1	1

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		heads				
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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