

RISK ASSESSMENT FOR TOYS IN THE PAST 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 Objects	Visitors	<ul style="list-style-type: none"> Objects used in sessions may have sharp objects e.g. tin cars Museum staff to demonstrate how to use the objects safely Adults to supervise handling of objects 	LO/ Education Team Teachers	1	1	1
Wooden stilts	Visitors	<ul style="list-style-type: none"> Children may use the wooden stilts with the assistance of a member of the school staff 	LO/ Education Team Teachers	1	1	1
Cup and ball	Visitors	<ul style="list-style-type: none"> Children to be made aware that the ball flies up and if not used carefully may hit themselves or others 	LO/ Education Team Teachers	1	1	1
Trapped fingers	Visitors	<ul style="list-style-type: none"> Museum and school staff to observe the use of objects where fingers may be trapped and to make children aware of keeping their fingers out of small spaces on objects 	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