

ISLE OF WIGHT COUNCIL RISK ASSESSMENT RECORD

WORK AREA /WORK ACTIVITY COVERED BY ASSESSMENT **Dinosaur Isle - School Visits within the museum**

PERSONNEL INVOLVED: Dinosaur Isle staff

NON-EMPLOYEES AFFECTED: School children, teachers and non-teaching staff; Dinosaur Isle volunteers and work experience students.

ASSESSOR'S NAME Peter Pusey / Trevor Price

DATE OF ASSESSMENT: version 4 .. 6th January 2011

Item No	Hazards Identified	Risks Identified	Existing Precautions	Remedial Action	Priority for Remedial Action*
1	Internal steel doors.	Heavy and may close quickly.	Dampening closures in place.	Monitor	
2	Emergency exit doors.	Easy to open - children could leave unnoticed.	Doors are marked emergency exit only.		
3	Reconstructed landscape.	Possibility for children to climb on, resulting in falls, cuts and grazes.	Landscape is steep-fronted to dissuade climbing.	All children enter the museum under adult supervision and are asked to keep off.	
4	Glass entrance doors, and glass dinosaur panel.	Not seeing and walking into, resulting in bumps.	All glass panels have transfers, or posters on them.		
5	Glass case fronts.	Banging heads on glass.	All cases are visible, and stand on wooden bases.		
6	Stairs.	Can become crowded with a large group. Risk of fall.	Edges of steps are colour-contrasted. Handrails are provided.	Children should be told to ascend/descend in single file on their right.	
7	Object handling in the Education Room.	Some objects are heavy, with the potential for dropping on feet etc.	Object handling in the Education Room is supervised and normally carried out when children are seated – children are warned.		

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8	Object handling at the laboratory viewing doors.	Some objects are heavy, with the potential for dropping on feet etc.	Objects are on a flat table, some are in trays. Lab staff will advise of any object that is heavy.	Teachers should control approach to the lab viewing doors in small groups.	
9	Robot.	Risk of trapping fingers in moving parts.	Area cordoned off with a barrier.		
10	Slips, trips and falls.	Sprains or fractures from falling over trailing cables, rubbish, or on spillages.	A daily housekeeping and cleaning is carried out prior to the museum opening, spillages are mopped up and signed, trailing cables are managed, stairs are lit and handrails are provided. The entrance area in the shop is well lit.	Teachers should ensure that pupils do not run around the building.	
11	Fire.	If trapped, there is the risk of smoke inhalation and burns.	All fire exits and normal exits are signed. Access to exits and extinguishers are to be kept clear at all times. Evacuation procedures are displayed. Fire alarms are tested regularly. Fire extinguishers are provided. Waste bins are emptied daily.		

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12	Edges and corners on displays, panels and stands.	Bruising from impact.	All edges are visible.	Children should be instructed not to run around the museum.	
13	Sand-pits.	Pupils could trip over the edge of the ground sand-pit. Sand in the eyes.	The sand-pit is visible, edges are covered in rounded wood beading, and the interior is filled with soft-sand. Children are to be instructed not to flick sand.	See above.	
14	Fire extinguishers.	Wall mounted fire extinguishers are heavy and could cause injury if dropped.	Hung on hooks at lower level.	Children must not play with safety equipment.	