

RISK ASSESSMENT – STRANDS OF TIME WORKSHOP – DNA SECTION

ACTIVITY:	Demonstrating how we use DNA to find out about the past	DATE:	31.3.17
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PERSONS AT RISK- AFFECTED BY ACTIVITY:	Persons attending the workshop	NUMBER	0 - 40
ANY VULNERABLE PERSONS AFFECTED BY ACTIVITY:	Children	NUMBER	0 - 40

POTENTIAL HAZARDS		Assessment of Risk		
REF.		Low	Med	High
1	Tripping over	x		
2	Swallowing Lego from the kit	x		
3	Props falling on children	x		
4	Swallowing plastic eyes used in demonstration	x		
5	Tripping over or becoming tangled in the prop used to demonstrate 'genes'	x		

EXISTING CONTROL MEASURES
1. Allow enough space so individuals will not fall over table, chair legs or each other. Where possible children will be sitting on the floor where the workshop is carried out, closely supervised and encouraged not to run. Children will be invited to the front to participate in the workshop will be closely supervised. The area at the front will be checked for trip hazards prior to commencing the workshop.
2. The Lego in the kit should be kept in a sealed bag and kept in the box. It should only be handled by the workshop organisers rather than the children where possible.
3. The plastic eyes used in the demonstration should be kept out of reach of the children when not in use. Children using this prop should be closely supervised and reminded if appropriate not to put the prop in their mouths.
4. The coloured balls used to demonstrate 'genes' should be put on a table or in a place where the children cannot trip over them. Children should be closely supervised when using this prop and asked not to handle the prop other than in the workshop.
5. A first aider should always present in case of accident.
6. A first aid kit should always be available in case of an accident.

CONTROL SHEETS & FORMS

INITIAL ASSESSMENT OF OVERALL RISK	LOW	X	MEDIUM		HIGH	
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Rating	SEVERITY of injury/disease	LIKELIHOOD of occurrence
HIGH	Fatality; major injury or illness causing long term disability	Certain or near certain to occur
MEDIUM	Injury or illness causing short term disability	Reasonably likely to occur
LOW	Other injury or illness	Unlikely to occur

ADDITIONAL CONTROL MEASURES - (IF APPLICABLE)	PERSON RESPONSIBLE FOR IMPLEMENTATION	COMPLETION DATE
None required		

RESIDUAL ASSESSMENT OF OVERALL RISK	LOW	X	MEDIUM		HIGH	
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Note: Re-assessment required if overall residual risk is High

ADDITIONAL INFORMATION: (Notes, comments, further details, outline procedures, safe systems of work, standards, drawings, etc.)
In this section of the workshop children are sitting on the floor watching the demonstration. Measures have been put in place to avoid potential trip, electrical and choking hazards. Children will be closely supervised throughout the workshop. With these measures in place this activity is considered low risk.

Signature of responsible person:		Date:	
		31.3.17	
Assessor:	Mandy Hartley	Signature:	
Date Assessed:	31.3.17	Review Date:	31.3.17