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| **Risk Assessment** |

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| **Date of Risk Assessment** | 01/05/2025 | **Location**  | Jarrow Hall | **Assessor**  | Corey Lyddon-Hayes |
| **Subject of Assessment** | Jarrow Hall Education – St Bede the Historian and Scientist |
| **Description** |  |
| **Planned Review Date** Annually unless circumstances change | 01/05/2026 |
| **People affected (individuals or groups)** | Staff, Volunteers, School Groups, Members of the public |

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| **General Control Measures** |
| * Dynamic Risk Assessments Procedure in place
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| **Hazard** | **Consequences** | **Control Measures** | **Residual Risk with Control Measures in Place** |
| Likelihood (a) | Severity (b) | Residual Risk (a x b) | Rating (low, medium, high) |
| Slips, trips and falls | Injuries due to falling, slipping etc | Children will be advised to stand still at their table and to not move around whilst taking part in the activityChildren will be advised not to swing on tables or chairsFloor will be checked to ensure that it is dry and not slippy prior to activity. | 3 | 2 | 6 | Low |
| Quills and Ink | Injuries due to sharp objects, stained skin/clothes, irritation | Children will be asked to wear latex free gloves during the activityThey will be asked not to flick the quills towards one another as this will splash ink over participantsAdvised that ink will stain clothes and skin so to roll up sleeves/wear short sleeves and to not purposefully put ink on their skin.Ink used is calligraphy ink – similar to standard pen ink so it will not stain or cause harm and can be washed off with soap and water.Some people may be prone to reactions with ink – gloves must be worn to reduce risk of skin contact.Children advised that the wooden/bamboo quills they are using have points – so that they should not hit themselves or other with them.Teaching staff are responsible for children throughout the session.Children to wash hands after the workshop | 3 | 2 | 6 | Low |
| Ink making demonstration | Injuries to group, staff, volunteers or public. | Member of staff to demonstrateChildren may handle some of the ingredients to be passed aroundTo be demonstrated using plastic/paper cup to make disposal easierInvolves either a rusty nail/iron sulphate – this is not passed aroundChildren advised not to smell the finished ink – harmless but we begin to promote ideas of safe practice i.e. scienceChildren to wash hands after the workshop | 2 | 3 | 6 | Low |
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| **Positive Environmental Impact** |
| Group will walk to St Paul’s Church promoting active living and enjoyment of walking. |

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| **Negative Environmental Impact** |
| **Description** | **Environmental Controls (if applicable)** | **Justifications** |
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| **Compliance** |
| Any non-compliance with control measures and Groundworks overall approach to Health & Safety by an employee will be subject to disciplinary action. Employees must ensure their own safety and know to remove themselves from the situation if others put them at risk. Any issues / concerns should be immediately reported to Corey Lyddon-Hayes |

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| **Signed (Assessor)** | WCA Lyddon-Hayes | **Date 01/05/2025** |  |

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| **Signed (Agreed by)**  |  | **Date**  |  |

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| **Version Control** |
| **Version** | **Date** | **Reasons** |
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