

<b>Workplace Risk Assessment:</b>	024	<b>Date:</b>	Updated 09 December 2010
<b>Location:</b>	Eureka! Museum. Gallery Areas and Public Facilities		
<b>Operation/Process/Activity:</b>	Family Visits School Visits Group Visits	<b>Noise Assessment:</b>	Minimal
<b>Substances Used:</b>	Occasional arts & crafts materials	<b>CoSHH Assessment: (Dangerous Materials)</b>	Separate Assessments
<b>Main Hazards Identified:</b>	Slips, trips and falls, finger traps Lost Children Maintenance Activities Electrical equipment		
<b>Other Possible Hazards:</b>	Fire (separate assessment)		
<b>Exposed Persons:</b>	All visitors including children, staff and contractors		
<b>Frequency of Exposure:</b>	Daily	<b>Likely Duration of Exposure:</b>	Varied
<b>CONTROL MEASURES</b>			
<ol style="list-style-type: none"> <li>1. The building and exhibits are designed to minimise risk of injury from slips, trips, falls and finger traps.</li> <li>2. All elements of the museum are constantly monitored and modified to meet current safety standards.</li> <li>3. A lost children policy and procedure is in place.</li> <li>4. Maintenance activities are carried out in accordance with HSWA 1974 and MHSW Regulations 1999 by trained technicians and contractors. A permit to work system is in place for all hazardous operations.</li> <li>5. Electrical installation and portable appliance testing are carried out annually in accordance with IEE Regulations.</li> <li>6. Plant, pressure vessels and lifting equipment are serviced and inspected with current HSE legislation and insurance requirements.</li> <li>7. Fire evacuations, drills and training are carried out in accordance with Fire Risk Assessment and Fire Certificates.</li> <li>8. Eureka! is accredited by National Museum Council and Yorkshire &amp; Humberside Museum Council.</li> <li>9. Enhanced CRB checks are carried out for all Eureka! Staff.</li> <li>10. Staff competences are confirmed by national qualifications as necessary.</li> <li>11. CoSHH substances are actively assessed, monitored and controlled.</li> <li>12. Teacher information sheets are available for each area of the museum.</li> <li>13. Risk Assessments are carried out for operations and activities as appropriate.</li> <li>14. Eureka! has qualified first aiders on duty during opening hours.</li> <li>15. All equipment and facilities are checked regularly to ensure they comply with safety regulations.</li> <li>16. Written accident and emergency procedures are in place.</li> <li>17. Eureka! is covered by public liability and employers liability insurances.</li> <li>18. Eureka! is licensed by the local authority</li> </ol>			
<b>Monitoring Results:</b>	Frequency: When Significant changes occur and annually. Reported To: Keith Grant		
<b>Risk Assessment:</b>	Risk (probability) (0-10) x Hazard (severity) (0-10) = (0-100) $5 \times 4 = 20$		
<b>Assessor:</b>	Keith Grant	<b>Position:</b>	Site Manager