

RISK ASSESSMENT

Service:	Hands on Heritage
Site:	Tunstall Forest

Risk Title / Activity:	Kiln Building	RA Ref No.	HoH 013
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Work Areas	Identified Hazards				Who is at Risk	
Site	Fire/Heat	x	Dust/Fumes	x	Volunteers	x
	Explosion		Asphyxiation		Authorised site visitors	
	Fall (Slip/Trips)		Visibility	x	Course Participants	x
	Cuts/Trapping	x	Temperature(hot/cold)		Accompanying Supervisors	x
	Crushing/shearing	x	Weather		General Public	
	Struck by object		Vibrations			
	Manual Handling		Stress			
	Entrapment		Ergonomics			
	Chemical		Air pollution			
	Biological		Land Contamination			
	Radiation		Water Contamination			
	Electrical Shock		Legal & Compliance			
	Noise		Poisoning (ingestion)			
	Falling Structures		Weils/Lymes disease			
	Cross Contamination		Food Poisoning			
Equipment used	Control Measures					
Hand tools, clay	Appoint designated supervisor Devise rota and limit numbers in working area Provide alternative activities for students not involved Brief participants on potential risks and hazards First Aider present Wash hands when activity is completed					

Risk Class Management Tool:

Severity		Likelihood				
Severe	(5)	Moderate	High	High	Extreme	Extreme
Major	(4)	Moderate	Moderate	High	Extreme	Extreme
Moderate	(3)	Low	Moderate	Moderate	High	High
Minor	(2)	Low	Moderate	Moderate	Moderate	High
Insignificant	(1)	Low	Low	Low	Moderate	Moderate
		Rare (1)	Unlikely (2)	Possible (3)	Likely (4)	Almost Certain (5)

Risk Class	Score	Action Required	Reporting requirements	Accountability
Class 1 (Extreme)	16 – 25	Immediate detailed plan, Staff specifically trained in the hazard mitigation and emergency response	Report to Site Manager & Trustees	Trustees & Site Manager
Class 2 (High)	10 – 15	24 Hrs Mitigation required, Staff informed and Trained	Report to Site Manager	Site Manager
Class 3 (Moderate)	4 – 9	Site Manager Implement additional measures and manage routinely	Recorded on site Risk Register	Site Manager
Class 4 (Low)	1 – 3	Manage routinely	Recorded on site Risk Register.	Site Manager

Risk Assessment Rating:

		Range	Score (L x S)	Class Rating
Initial Risk (Before control Measures)	Severity (S)	3	9	3
	Likelihood (L)	3		
Residual Risk (After Control Measures)	Severity (S)	2	4	3
	Likelihood (L)	2		

Date of Assessment	30 th September 2018	Signature	Andrew Crisp
Date of Assessment Review	Jan 2019		
Name of Assessor	Andrew Crisp	Position	Chairman HoH CIO