

# General Risk Assessment

Please answer the questions as fully as possible. Guidance: Hold the cursor over the question a help box will appear. Please complete relevant boxes coloured light yellow.

Site:	Weoley Castle	Completed by:	Lynsey Rutter
Unique Reference:	FEWC	Verified by:	Laura Cox
		Date:	20-Oct-22

Description:	Formal education sessions to Weoley Castle
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Does this Assessment include any specific areas of Risk ?	Activity risk assessment?	Yes
	Area risk assessment?	Yes

To add a new row above the one selected - select a WHOLE row (line) click COPY, then click INSERT COPIED CELLS.

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Hazards & Consequences	Existing Control Measure	Severity	Probability	Degree of Risk (SxP)
<b>Physical</b> (A factor within the environment that can harm the body without necessarily touching it e.g . Vibration, noise, heat, cold, height)				
Tripping on uneven ground surface and wall foundations	Verbal warning; running is prohitied and all visitors must be aware of where they are putting their feet.	4	1	4
Exposure to inclement weather	School groups advised to bring suitable clothing for wet/cold weather. Group will move inside if the weather presents too great a risk.	2	2	4
Handling replica objects	Verbal Warnings given to only hold above the table and hold firmly. All children seated when handling objects and explanation of how to pass along given.	1	2	2
Falls from the walls	Verbal Warnings given. Climbing and leaning on the walls is prohibited especially the external walls of the monuments.	3	1	3
Wooden Sword/ Shield	Verbal Warnings given to never hit another person in any way with these. Only contact allowed at all is with the shield. Ask Teachers to watch this too.	2	2	4
Surrounding Vegetation	Allergy to plants, stings, thorns and berries. Verbal warning not to eat leaves, berries, class teachers to manages student allergies.	2	2	4

**Ergonomic** (physical factor within the environment that harms the musculoskeletal system. E.g. repetitive movement, manual handling, uncomfortable workstation height & poor body positioning)

**Chemical** (could affect a workers health, gases etc which can cause harm through skin, inhalation, injection i.e.acids, carbon monoxide)

**Biological** (i.e. bacteria, viruses, toxins: inhalation - contact with bodily fluids, ingestion: contaminated food - water or kitchen utensils)

**Psychological** (Stress through bullying, intimidation, depression, excessive workload, lack of communication, physical environment in poor / cramped condition, involvement in a major incident leading to post traumatic stress)

Based on the answers, the average Severity and Probability and overall Initial Risk Rating are outlined below.

Severity	Probability	Initial Risk Rating	
2	2		4

What further actions are necessary to control the Risk? (in priority order)

Action	Action Owner	Target Completion	Comment	Status

Supporting Documentation

1.		2.		3.	
4.		5.		6.	

Yes / No

Consider: Are the proposed actions likely to create a different hazard?

No

Who Might Be Harmed

Employees	Group Name	Learning and Engagement Officer
Individual Employee	Name(s)	
Public		School pupils and teachers
Cleaners		
Security		
On Site Service Personnel/visiting Contractors		

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Vulnerable People	
Others	

<b>Residual Hazards</b>			
ONLY REQUIRED IF ADDITIONAL CONTROLS TO BE IMPLEMENT: Based on the answers given ABOVE and with the CONTROL MEASURES and ACTIONS implemented, estimate the SEVERITY and PROBABILITY of that outcome happening.			
<b>Hazard</b>	<b>Severity</b>	Overall General Risk Rating	<b>0</b>

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<b>Assessment of Risk</b>																																											
<table><tr><td>5</td><td>10</td><td>15</td><td>20</td><td>25</td></tr><tr><td>4</td><td>8</td><td>12</td><td>16</td><td>20</td></tr><tr><td>3</td><td>6</td><td>9</td><td>12</td><td>15</td></tr><tr><td>2</td><td>4</td><td>6</td><td>8</td><td>10</td></tr><tr><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td></tr></table> <p>Probability</p>	5	10	15	20	25	4	8	12	16	20	3	6	9	12	15	2	4	6	8	10	1	2	3	4	5	Severity	<table><tr><th>Severity</th><th>Probability</th></tr><tr><td>1 Little or no lost time/negligible ill health</td><td>1 Improbable</td></tr><tr><td>2 Up to 7 days / minimal ill health</td><td>2 Unlikely</td></tr><tr><td>3 Over 7 days / moderate ill health</td><td>3 Possible</td></tr><tr><td>4 Severe injury or ill health</td><td>4 Likely</td></tr><tr><td>5 Fatality, major injury / critical ill health</td><td>5 Almost Certain</td></tr></table> <table><tr><th>Risk</th></tr><tr><td>1 - 4 Monitor and maintain controls</td></tr><tr><td>5 - 9 Improve controls</td></tr><tr><td>10 - 25 Cease activity until corrected</td></tr></table>	Severity	Probability	1 Little or no lost time/negligible ill health	1 Improbable	2 Up to 7 days / minimal ill health	2 Unlikely	3 Over 7 days / moderate ill health	3 Possible	4 Severe injury or ill health	4 Likely	5 Fatality, major injury / critical ill health	5 Almost Certain	Risk	1 - 4 Monitor and maintain controls	5 - 9 Improve controls	10 - 25 Cease activity until corrected
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<b>Approval Section</b>			
I confirm that the above controls have been put in place:			
Name and Title:	Lynsey Rutter (Learning and Engagement Manager)	Date Approved:	06-Apr-22
Signature:	Lynsey Rutter	Revision Frequency:	1 year

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<b>Managerial Review</b>			
<b>Review of additional control measures</b> (if applicable):			
Where the additional controls satisfactory?			Yes
Are any other additional controls required?			No
Detail:			
Name and Title:	Laura Cox (Museum Team Manager)	Date Approved:	04/04/2022
Signature:		Revision Frequency:	1 year
<b>Further Review:</b>			
Detail: Some Additions to Risk assessment for running Learning session, listed above.			

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<b>Name and Title:</b>	Will Graham, Learning and Engagement Officer.	<b>Date Approved:</b>	27/04/2023
<b>Signature:</b>	W.D.Graham	<b>Revision Frequency:</b>	1 Year

<b>When should this be reviewed next?</b>	1 year
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**Further Review:**

<b>Detail:</b>			
<b>Name and Title:</b>		<b>Date Approved:</b>	
<b>Signature:</b>		<b>Revision Frequency:</b>	

<b>When should this be reviewed next?</b>	1 year
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