Birmingham General Risk Assessme								
Plea	se answer the question	Guidance: Hold the cursor over the question a help box w elevant boxes coloured light yellow.	vill a	ppe	ar. Please			
			essed by:	Andrew Fowles	Dat	te:	17-Apr-23	
Director		ewed by:	Laurence Butler	Dat	te:	02-May-23		
		Аррі	oved:	<u> </u>	ļ			
Unique	Ref: SG/CYP	Description:	Risk ass	essment to ensure safeguarding practice when wor and young people as part of a planned visit or a		-	th Children	
Does th	is Assessment include an	y specific areas	s of Risk ?	Activity risk assessment?	Yes			
				Area risk assessment?				
	o add a new row above	the one selec	cted - sele	ect a WHOLE row (line) click COPY, then click INSERT C	OPIED CELLS.			
На	zards, Consequence	es and Who		Existing Control Measure	Severity Probability (SxP)			
				without necessarily touching it e.g Vibration, noise, heat, cold, height)				
	apturing the nature an cial considerations / I			nation to be completed by coordinating BMT staff per and visiting group coordinator at bookings	2	2	4	
	g to visiting group	requirement		prior to confirmed visit.				
					2	2	4	
	of planning for visiting the BMT bookings pr		instruc guidec	ucators / groups leaders will receive booking ctions and guidance at the point of confirming a self d or facilitated visit to a BMT venue. rocess will:		2	-	
			1. Ger require childre and po suppo coveri 2. Ger emerg young	herate an enquiry relating to any special ement, needs or specific considerations relating to en and young people that will enable a successful positive experience whilst with BMT and if necessary rt the development of a dynamic risk assessment ng the duration of the visit herate a comprehensive itinerary of activities and gency procedures (including lost Children and people and safeguarding processes) which will be				
			3. Ger access coordi desigr	y the lead teacher or organising representative. herate information that will link to our publicly sible to safeguarding policy for organisers and nating staff which provides contact information for hated safeguarding officers across Birmingham ums Trust				
when	of BMT Safeguarding engaged with Childre e as a organised grou g.	n and young	in the CAll BM Face s proceed	IT staff undertake mandatory safeguarding training areas of working with Children and young people IT Engagement staff receive enhanced Face to safeguarding training on safeguarding policies and dures which support safe working with Children bung people in both an on and off site capacity	2	2	4	

Lack of preparatory awareness in safeguarding relating to classrooms environments	BMT activities will have additional risk assessments to ensure the safety of individuals using equipment, resources, surfaces and workstations. Classrooms are separated from the general public and are supervised by BMT staff and teaching representatives for the duration of a group visit. Support staff and group leaders will be asked not to leave during a facilitated session to ensure the appropriate management of Children and young people is adhered to.	2	2	4
Lack of preparatory awareness in safeguarding relating to outdoor learning environments	 BMT activities will have additional risk assessments to ensure the safety of individuals using outdoor equipment, resources, surfaces and workstations. Group leaders and participants will be made verbally aware that they are in a outdoor public setting. Activities should adhere to the correct staff to supported adult ratio which will further be supported by the presence of BMT engagement staff. BMT engagement staff working with facilitated groups will carry radios with them at all times and will have direct communication with duty management and security staff should a safeguarding issue arise. When in the outdoor learning setting BMT Staff will verbally communicate that all children and young people and their support staff do not go out of sight and as required measures to control wandering will be put into place via the use of barriers and signage. Additional use of HI Vis jackets will also be requested if the group has this resource at their disposal 		2	4
Lack of preparatory awareness in safeguarding relating to on gallery or historic property environments	 BMT activities will have additional risk assessments to ensure the safety of individuals using on gallery or historic property equipment and resources Group leaders and participants will be made verbally aware that they are in a public setting. Activities should adhere to the correct staff to supported adult ratio which will further supported by the presence of BMT engagement staff. BMT staff working with facilitated groups will carry radios with them at all times and will have direct communication with Duty management and security staff should a safeguarding issue arise. When in a gallery or historic property setting BMT Staff will verbally communicate that all Children , young people and their support staff do not go out of sight or engage with other members of the public. Additional use of HI Vis jackets will also be requested if the group has this resource at their disposal 	2	2	4

Not following appropriate procedures for toileting	Limited dedicated toilet provisions are accessible for children and young people in non publicly accessible spaces. BMT staff will verbally communicate access and location of appropriate provisions during housekeeping introductions Where toilets are open to the general public support staff will be requested to escort and supervise children and young people in using these facilities whilst ensuring the remaining group still has appropriate supervision for the	2	2	4
First aid	First aid kits are available onsite and as a potable kit for outdoor activities . Any administration of first aid to children and young people, and adults, should be delivered by visiting support staff if possible. If unable to do so BMT staff will support the delivery of first aid with supervision from educational leaders or support staff	2	2	4
Lost children and young people		2	2	4
Lack of knowledge in managing a Safeguarding concern	BMT staff have been trained in the appropriate methods of identifying, responding to, and recording of safeguarding incidents and concerns. All BMT staff are aware of support and formal procedures and can access immediate support from the Safeguarding team for Birmingham Museum Trust	2	2	4
Lack of knowledge in Safeguarding reporting procedure	BMT staff are trained in the appropriate and timely reporting of safeguarding incidents and will follow procedures outlined by BMT safeguarding policy and reporting structure. Reports are managed by the Safeguarding team for Birmingham Museum Trust to enable effective communication between school safeguarding leads or wider confidential safeguarding services contacts are listed below Designated Safeguarding Lead Officer Andrew Fowles, BMT Designated Safeguarding lead Phone07980293862 Andrew.Fowles@birminghammuseums.org.uk Designated Deputy Safeguarding Officer Laurence Butler, Museum Manager (Thinktank) Phone0121 348 8020 Laurence.Butler@birminghammuseums.org.uk	2	2	4
Biological (i.e. bacteria, viruses, toxins: inhalation - co	ch can cause harm through skin, inhalation, ingestion i.e. Acids, carbon monoxide) ntact with bodily fluids, ingestion: contaminated food - water or kitchen utensils) depression, excessive workload, lack of communication, physical environment in po ress)	or / c	ramp	ped condition,

Lack of awareness in Safeguarding BMT ALLENT staff undertake mandatory safeguarding trained in the areas of safeguarding of children, young adults from negative psychological and consideration and young people and adults at risk. 4 coercive dialogue of others ALL Dadicated engagement staff receive additional Face to Face safeguarding the areas of safeguarding of children, young heople in both an on and of site capacity that supports the identification of actual and potential psychological abuse via general observation and the via staff for recording and reporting and also be the key contact between the organisation and and BMT 2 2 4 potential abuse from attendees leading to BMT delivers core training for fortiline staff for comment to BMT, staff at have access to a Colleague Support for to BMT staff for recording and recoving the and website, which enabes staff to confident									
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5 Assessor Section: I confirm the above controls have been put in place													
	Assessor Name and Title:	Assessor Name Apdrew Fowles						A Fowles	Date Approved:	17/04/2023			
	Reviewers Name and Title		La	urence Butler		Signature:		L G Butler	Date Approved:	02/05/2023			
[When should this b	e revie	wed next?							10/10/2023			
6[Version Contro	: Rec	ord of annu	ual review									
	Reviewers Name ar Title		ate of eview:	Where Controls Satisfactory?		Are Additional Details of Add Controls Required?			itional Controls Required and date implemented?				
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