

Homes Through the Ages Hazard Identification Sheet

Hazard identification sheets are provided by Ryedale Folk Museum are intended to support and facilitate museum staff in the delivery of our education offer. Our risk assessments can be used by visiting group leaders and assistants to support and underpin, but not to replace, their own hazard identification process or risk assessments.

Potential hazard	What might occur?	Potential to cause harm	Controls in place, responsibility and action.	Risk
General Site layout and inside the buildings.	Slips, trips and falls.	Low	Safety briefing to visiting parties. Education Lead. Weekly check of buildings and paths. All Staff. Daily visual inspection of work area. All Staff. Children to be supervised by their support staff at all times. Visiting Staff.	Low
Fire	Physical injury, missing participants	High	Safety briefing to visiting parties. Education lead Visiting children to be supported at all times by visiting staff. Visiting staff Activity leaders to lead their group to the designated safe place. Activity leaders Groups on self-explore are to follow the direction of official museum staff to lead their group to the designated safe place. Visiting staff Visiting groups must carry out a head count once at the designated safe place. Visiting staff Museum staff must be notified of missing party members. Visiting staff Visiting staff must not re-enter the site until told to do so. Visiting staff	Low
Animal enclosures	Bites	Med	Safety briefing to visiting parties. Education lead Children to be supervised by their support staff at all times. Visiting Staff.	Low
Roundhouse- low lighting	Slips, trips, falls and bangs	Low	Time allowed for the group to adapt to the lighting conditions. Activity Leader. Safety briefing. Activity leader.	Low
Roundhouse – quern stones	Trapped fingers	Med	Safe demonstration of use. Activity leader.	Low
Roundhouse - grass/mud on the path	Slips, trips and falls	Low	Safety briefing to visiting parties. Education lead Children to be supervised by their support staff at all times. Visiting Staff.	Low

Roundhouse - Uneven earth floor	Slips, trips and falls	Low	Safety briefing to visiting parties. Education Lead.	Low
Roundhouse – open fire	Burns and potential risk of large fire	High	<p>Fires to be lit by trained staff. Activity leader</p> <p>Fires to be attended at all times. Activity leader</p> <p>Children to be briefed on fire safety before entering the building. Activity leader</p> <p>Children to be supervised by their support staff at all times. Visiting staff.</p> <p>Visiting staff are to support the delivery of minor first aid if required.</p> <p>Accident form to be completed. Visiting staff and Education Lead.</p> <p>All museum staff trained on fire evacuation procedure. Education Lead</p> <p>In the event of a fire, visiting staff are responsible for the individual safety of their children and must follow the directions given by their activity leader or other Museum staff member.</p>	Med
Roundhouse – Sharp broken objects in the feely bags and in the roundhouse	Cuts, scrapes and physical injuries requiring minor first aid	Med	<p>Feely bags to be checked before use. Activity leader.</p> <p>Roundhouse objects to be checked before use. Activity leader</p> <p>All breakages and damaged items to be reported to Education Lead. Activity leader</p> <p>All broken items to be replaced/ removed. Education Lead.</p> <p>Visiting staff are to support the delivery of minor first aid if required.</p> <p>Accident form to be completed. Visiting staff and Education Lead.</p>	Low
White cottage – open fire <i>The use of the fire will be suspended during Covid-19.</i>	Burns and potential risk of large fire	High	<p>Fires to be lit by trained staff. Activity leader</p> <p>Fires to be attended at all times. Activity leader</p> <p>Children to be briefed on fire safety before entering the building. Activity leader</p> <p>Children to be supervised by their support staff at all times. Visiting staff.</p> <p>Visiting staff are to support the delivery of minor first aid if required.</p> <p>Accident form to be completed. Visiting staff and Education Lead.</p> <p>All museum staff trained on fire evacuation procedure. Education Lead</p> <p>In the event of a fire, visiting staff are responsible for the individual safety of their children and must follow the directions given by their activity leader or other Museum staff member.</p>	Med
White Cottage – Chores equipment broken	Cuts, scrapes and physical injuries	Med	<p>Chores equipment to be checked before use. Activity leader</p> <p>All breakages and damaged items to be reported to Education Lead. Activity leader</p> <p>All broken items to be replaced/ removed. Education Lead.</p>	Low

	requiring minor first aid		Visiting staff are to support the delivery of minor first aid if required. Accident form to be completed. Visiting staff and Education Lead.	
White cottage - Uneven stone floor	Slips, trips and falls	Low	Safety briefing to visiting parties. Education Lead.	Low
Crofter's cottage- low lighting	Slips, trips, falls and bangs	Low	Safety briefing. Activity leader.	Low
Crofter's Cottage – quern stone	Trapped fingers	Med	Safe demonstration of use. Activity leader.	Low
Crofter's cottage - Uneven earth floor	Slips, trips and falls	Low	Safety briefing to visiting parties. Education Lead	Low
Crofter's Cottage – broken items and tools in the stable area	Cuts, scrapes and physical injuries requiring minor first aid	Med	Equipment to be checked before use. Activity leader All breakages and damaged items to be reported to Education Lead. Activity leader All broken items to be replaced/ removed. Education Lead. Stable to be checked and tools to be stored safely. Activity leader. Safety briefing regarding tools given to children who enter the stable. Activity leader Visiting staff are to support the delivery of minor first aid if required. Accident form to be completed. Visiting staff and Education Lead.	Low
Crofter's cottage – open fire	Burns and potential risk of large fire	High	Fires to be lit by trained staff. Activity leader Fires to be attended at all times. Activity leader Children to be briefed on fire safety before entering the building. Activity leader Children to be supervised by their support staff at all times. Visiting staff. Visiting staff are to support the delivery of minor first aid if required. Accident form to be completed. Visiting staff and Education Lead. All museum staff trained on fire evacuation procedure. Education Lead In the event of a fire, visiting staff are responsible for the individual safety of their children and must follow the directions given by their activity leader or other Museum staff member.	Med

COVID-19 Specific Measures – activity leaders are responsible for all outlined measures.

Roundhouse (Iron Age) exploration	Transmission through touched surfaces and materials	Low	High touch surfaces to be cleaned between groups.	Low
Crofter's Cottage (Anglo-Saxon) exploration	Transmission through touched surfaces and materials	Low	Handling objects are brought to the cottage and therefore not touched by any other visitors. Objects are cleaned between sessions. The beds and bedding are no longer explored physically. Role play with 'pretend' objects is utilised wherever possible. Dressing up clothes are eliminated or quarantined for a minimum of six days.	Low
White Cottage (Victorian)	Transmission through touched surfaces and materials	Low	White Cottage and the Wash-house will be used to provide additional space for groups. The activity leader will be outside the spaces guided some activities outside while teachers/accompanying adults will be responsible for inside supervision of activities. The beds and bedding are no longer explored physically. Role play with 'pretend' objects is utilised wherever possible. Dressing up clothes are eliminated or quarantined for a minimum of six days. Wing dusters will only be demonstrated by the leader.	Low