

Stone Age to Iron Age 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. 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. Accident form to be completed. Visiting staff and Education Lead.</p>	Low
Flint Handling – handling sharp flints	Cuts, scrapes and physical injuries requiring minor first aid	Med	<p>Children to be briefed on careful handling. Activity leader</p> <p>Visiting staff are to support the delivery of minor first aid if required. Accident form to be completed. Visiting staff and Education Lead.</p>	Low
Flint Handling – flint knapping demonstration – sharp pieces of flint flying off	Cuts, scrapes and physical injuries requiring minor first aid	Med	<p>Children to stand a safe distance from the knapper. Activity leader.</p> <p>Visiting staff are to support the delivery of minor first aid if required. Accident form to be completed. Visiting staff and Education Lead.</p>	Low

Weaponry – Handling replica weapons	Cuts, scrapes and physical injuries	Low	Children will be briefed on the correct handling of weapons. Activity leader Children will be supervised at all times whilst handling weapons. Activity leader and 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.	Low
Weaponry – Uneven, wet or slippery ground	Slips, trips, falls and bangs	Low	Safety briefing. 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
Weaponry – Spear throwing	Injuries from misuse to participants	Med	Safe demonstration of use. Activity leader. Spears to be throw in a designated cordoned area. 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
Weaponry – hand to hand spear combat	Cuts, scrapes and physical injuries requiring minor first aid	Med	Equipment to be checked for safety before use. Activity leader Safety briefing to participants. Activity leader Observing participants to be a safe distance away. 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
Pottery – broken tools	Cuts, scrapes and physical injuries requiring minor first aid	Med	Equipment to be checked for safety before use. 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
Weaving for wearing – Using carders with sharp points	Cuts, scrapes and physical injuries requiring minor first aid	Med	Equipment to be checked for safety before use. Activity leader Safe use demonstration. 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

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

Exploration and artefacts in the roundhouse	Transmission through touched surfaces and materials	Low	High touch surfaces to be cleaned between groups.	Low
Pottery	Transmission through touched surfaces and materials	Low	All utensils cleaned between groups. Each child has a shaping board, washed between each school group. Gloves and face covering to be worn by person preparing clay.	Low
Flint handling	Transmission through touched surfaces and materials	Low	Flints to be cleaned between groups and quarantined for not less than six days between schools.	Low
Weapons	Transmission through touched surfaces and materials	Low	Demonstration of weapons by leader not for handling. Spears are wiped between groups and schools.	Low
Weaving	Transmission through touched surfaces and materials	Low	Wool used is discarded after each session. Only enough wool for each session is provided. All children are given their own weaving card. Yarn to be removed from drop spindles, spun with small amount, removed and wiped down. Combs will be cleaned between sessions.	Low