

GENERAL HEALTH & SAFETY RISK ASSESSMENT FOR:

Arts and Craft Activities

PART 1 : ADMINISTRATIVE DETAILS

Section/Establishment Name: Lea Green Centre

Date of Assessment	16/10/13	Date of Issue	1 January 2014
--------------------	----------	---------------	----------------

Assessment carried out by

DS

Signature

Reviews

Review Date	Reviewed by	Date	Changes Made	
			Y	N
Nov/Dec 2021	IW,GN,DH,PV	10/11/21		N
Nov 22	IW/GN/DH/PV	3/11/22	N	
Nov 23	IW/GN/DH/PV	14/11/23		N
Nov/Dec 2018	JP	27/10/18		N
Nov/Dec 2019	MC	01/10/19	Y	
Nov2020	MC	19/11/20		N

Affected persons:

Young People/Clients

Staff

Visitors

Contractor

Others (specify)

Name of Manager confirming and agreeing Assessment:

IP

Signature:

The following sections should be completed by all staff who need to be made aware of and abide by the findings of the Risk Assessment. NB: If, as a result of a review, changes are made to the Risk Assessment the relevant box on the attached page should be completed as appropriate by the staff concerned.

RISK ASSESSMENT

What are the hazards?	Generic Control Measures implemented	✓ X	Person to implement	Additional Control measures needed to reduce risk to an acceptable level	Person to implement	Date to be actioned
<p>Sharp tools.</p> <p>Poisoning from chemicals.</p> <p>Burns from hot equipment.</p> <p>Choking</p> <p>Scalding from hot water.</p> <p>Illness</p> <p>Injury</p> <p>Inappropriate behaviour</p> <p>Safeguarding</p>	<ul style="list-style-type: none"> • Group to be briefed on safe handling and use of craft tools. • Groups to be supervised closely and staff to intervene to prevent injury arising. • CoSHH guidelines to be followed where appropriate and all staff to be aware of which substances are harmful. • Adequate labelling of containers. • Use of protective clothing where appropriate. • Staff to brief group on safe handling and use of equipment e.g laminator. • Close supervision of group when naked flames are present e.g. candles. • Group to be briefed on dangers of putting small objects in their mouths, supervision of group during session. • Group briefed to remove chewing gum/other food during activity. • Safety briefing to cover very hot water from taps in Potting Shed (and other areas). • Information about existing medical conditions known by staff. • Instructor must hold a valid first aid certificate. • Group briefing and management • Use of 'Sin Bin' facility or suspension of activity • Group briefing and management. • Staff vigilance. 	X	Instructor leading the session	Those with known allergies/conditions to have access to own inhaler, adrenalin autoinjector or appropriate medication		