

## Risk Assessment Guidance for Schools:

### Verulamium Museum – Roman Handling Sessions

St Albans Museums Service aims to provide a safe and enjoyable experience without compromising the educational value and enjoyment of learning about Roman Markets in a 'hands-on' and 'active' way. The information below is designed to aid visiting schools in the preparation of health and safety and risk assessment documentation prior to their visit. It is advisable to read this document to familiarise yourself with safety issues in the session. Whilst the information in this document is as comprehensive as possible, should you wish to arrange a pre-visit site check, we would be happy to accommodate your needs.

St Albans Museums Service makes no guarantee that this assessment form is suitable for every eventual need and so recommends that all teachers and group leaders take their own professional advice when drawing up their risk assessment and using this guidance.

Hazard/Risk	What control measures are necessary to adequately control the risk	Priority for Action
Selected children being dressed in replica Roman costumes – if a child is small this could cause a trip hazard	If a costume is too long for a child - belts are available. The museum teacher will tie one around a child's waist and hitch up a costume so that it is above the ankles All dressing up of children will be done in full view of the class	L
Knocking over /dropping Roman artefacts – hurting hands/feet	The museum teacher will explain how to handle, pick up and put down objects safely in a safety talk. Teachers, adult helpers and the museum teacher should keep an eye on the children whilst they are examining the objects to ensure that they are handling the objects safely	L
Children hurting themselves on objects that could be delicate or sharp	Delicate/sharp objects will be tied down in cases so that they can be seen but that children can not hurt themselves on them	L
Children touching and smelling food that they are allergic to.	Schools need to be aware that the following real food might be used in a session: salt, peppercorns, mustard seeds and spices (such as cumin, coriander and fennel), olive oil and Fish Sauce. <b>Schools should contact us, if a child is allergic to any of these items, so that we can discuss the action that needs to be taken.</b>	L

December 2010

Review date – December 2011