**Segedunum ‘What did the Romans do for us?’ Hazard Identification. Updated September 2018**

Please note:

* This is **not** a risk assessment. As stated in the Department of Education's 'Safe Keeping' publication, “the group leader should carry out a risk assessment”
* In the case of an emergency please contact a member of staff
* Tyne & Wear Archives & Museums highly recommends that group leaders conduct preliminary visits
* Group leaders should take the behaviour and ability of their group into consideration when compiling a risk assessment
* It is the responsibility of the group leader to monitor the behaviour and safety of their group

This Hazard Identification highlights the everyday risks that groups may incur. Please telephone Segedunum Roman Fort, Baths and Museum 0191 278 4217 to enquire about possible building work taking place or hazards in temporary exhibitions.

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| **Hazard Identification** | **Risk and to whom** | **Existing control measures set up by Tyne & Wear Archives & Museums** | **Further action to be taken by the school / group leader (add own comments)** |
| **Trading in the Vicus: Foil Embossing** | * Cuts to children’s fingers whilst handling foil
* Misuse of decorating tools
 | . * Foil edges will already be folded for them in advance so they are not sharp.
* Facilitator checks each foil to make sure it has been hemmed properly before decorating.
* Supervision throughout to ensure sensible behaviour and handling of equipment.
* Only blunt ended tools to be used.
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| **Trading in the Vicus: Making Clay Heads- Handling Clay**  | * Low risk of materials causing allergy
* Low risk of eating clay material.
* Low risk of grazes from stone, wood and ceramic decorating tools.
 | * Advice on how to handle all the objects and material will be given.
* All activities will be supervised by an adult
* All activities will be described to the pupils and teachers with health and safety guidance given to minimize risk.
* Staff will remain with their class during the session.
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| **Joining the Army: Roman Drill Activity for children** | * Knocks from shields and spears
* Dropping equipment onto parts of their body
 | * Advice given on how to handle all the equipment and materials.
* Numbers in groups controlled to match space and adult supervision available.
* All activities have an adult supervisor.
* All activities will be described to the children with health and safety guidance given to minimise risk.
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| **Roman Technology: Building models with tiles and stones** | * Trapped fingers between stones and tiles.
 | * Advice on how to handle will be given.
* All activities have an adult supervisors
* All activities will be described to the pupils and teachers with health and safety guidance given to minimise risk.
* Visiting staff will remain with their children during the session.
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| **Roman Technology: Making medicines with pestle and mortars and using cocktail sticks to pierce grapes - medium** | * Allergies from using salt, lettuce and grapes.
* Risk of minor cuts from cocktail sticks
 | * Instruction will be given in how to use the pestle and mortars and piercing of the grapes.
* Instruction will be given how to handle grape and cocktail stick
* All activities have an adult supervisors
* All activities will be described to the pupils and teachers with health and safety guidance given to minimise risk.
* Visiting staff will remain with their children during the session.
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| **Roman Technology: Wattle Fence building-** | Risk of wood splintering or snapping causing scratches and splinters | * Advice on how to handle wattle sticks will be given.
* All activities have an adult supervisors (i.e. Practitioner and two other adults will be required),
* All activities will be described to the pupils and teachers with health and safety guidance given to minimise risk.
* Visiting Staff will remain with their children during the session
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| **Trading in the Vicus, Joining the Army and Roman Technology: Object Handling** | * Low risk of materials splintering or snapping causing scratches and splinters.
* Low risk of awkward and heavy objects being dropped causing bruising.
* Low risk of grazes from stone, flint and ceramic objects with unfinished edges.
 | * Advice on how to handle all the objects will be given.
* All activities have an adult supervisors (i.e. Practitioner and two other adults will be required),
* All activities will be described to the pupils and teachers with health and safety guidance given to minimize risk.
* Visiting staff will remain with their children during the session.
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