

Ref No:	MWEL 008-17		
Title & Version No. (eg V1,2 or 3)	Discovery boxes	Section:	Education
		Assessment carried out by:	Laura Mulley
Location/Description:	Activity Boxes: Penguin Box - Penguin Cove, indoors, upstairs; Savannah Tracks Box - Top end of Savannah Tracks walkway; Giraffe - Inside Giraffe House; Primates - Indoors in octagonal space at Life in the Trees Lemurs; Rainforests - Gibbon House viewing area/ longhouse; Aviary Box - outside door of indoor viewing in Walk-through aviary, Fur Feathers and Scales	Date of Assessment:	22.10.18
		Review Date (6 months – 1 year)	1 year

HAZARDS	PERSONS AT RISK	BRIEF DESCRIPTION OF RISK	PRESENT RISK			EXISTING PRECAUTIONS	ADDITIONAL CONTROLS NEEDED	ACTION BY WHOM / WHEN	Completion Date
			(L)	(S)	(SR) *				
The Discovery Box	Children	Climbing onto and falling off the box.	4	1	4	Adult supervision.			
The Discovery Box	All users	Trapping fingers in the box as it closes	2	2	4	Friction stay holds weight off lid. Use box handles to open/close box.			
The Discovery Box	Adult leader	Hurting back while lifting the lid up	2	2	4	Handles to make lifting the box easier. Gas struts fitted to aid opening.			
Feathers	All	Feather allergy	2	2	4	Written instructions advise not to touch if you have an allergy. Teachers should be aware of children's allergies in own risk assessments for trips.			
Props with thin ends, e.g. feathers and sticks, cheetah spine, hair clip	Children	Poking eyes with thin ends	2	2	4	Adult supervision by visiting group leader. Written instructions to keep away from eyes. Cheetah spine prop has rubber over wire with 2cm at each end folded over and taped.			

Props with sharp ends, e.g. Glove with claws, sticks	Children	Scratch with sharp ends, poking in eyes.	2	1	2	Adult supervision.			
Props that can pinch / squash, e.g. hair clip and nut cracker	All	Pinching, crushing of fingers	2	2	4	Adult supervision. Cable tie to keep nutcracker closed.			
Props that look like food	Children	Eating the plastic fruit and leaves, etc	2	1	2	Instructions say it is plastic. Adult supervision.			
Props with sharp edges, e.g. anchovy can	All	Cut on sharp edge	1	1	1	Ring pull taped down to prevent opening. Adult supervision.			
Props being used inappropriately, e.g. magnifying glass	Children	Blinding if looking at sun. Hit themselves or each other with props.	3	2	6	Adult supervision.			
Slipping on props or uneven surface	Children	Tripping/slipping	1	1	1	Instructions to use smooth floor/ground with space around, and supervision. Clear any trip hazards first. Props designed for standing on are non-slip.			
Running on spot activity	Children with pre-existing medical conditions	Illness caused by running with pre-existing condition	2	3	6	Warning on teacher instructions; trained First Aiders on site.			

Likelihood (L) = Frequent(5) - Probable(4) - Occasional(3) - Improbable(2) - Remote(1) **Severity of Risk (SR)** = (L) LIKELIHOOD x (S) SEVERITY
Severity: (S) = Catastrophic(5) – Major(4) – Reportable(3) - Serious(2) – Minor(1)

For more detailed information on how to calculate the **Severity of Risk (SR)** see explanation below and the supporting “**Attached Information**” document.
Where the **Severity of Risk*** score (found in column **SR***) is above 10 (**blue blocks**) you must advise your Line Manager so that appropriate corrective action can be taken to reduce the risk level. If the score is above 16 (**red blocks**) STOP the activity and refer **IMMEDIATELY** to the H&S Manager and your Line Manager to decide on the corrective action necessary.