

Heritage Services Risk Assessment

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| RA No: 0010 | Date: 11/8/22 | Department: Victoria Art Gallery | Job Role/Persons Affected: Workshop leader and attendees |
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| Activity or Location | What are the hazards? What is causing it? | How can the hazard cause harm and to what degree? | How are the hazards currently being controlled to eliminate harm? | Further actions required? | | |
|--|---|--|--|---|------------------|-------|
| | | | | What? | By Whom? | When? |
| School sessions | | | | | | |
| Set-up | Spread of Covid-19 through person to person contact, close proximity, touching contaminated surfaces. | Covid-19 can be transmitted by touching contaminated surfaces and then touching areas of your face | | <ul style="list-style-type: none"> Enhanced cleaning regimes Hand sanitiser stations at entrance and at strategic points. | Ops or VAG staff | Done |
| Entrance slipping when wet | Minor injury | Slippery surface – | <ul style="list-style-type: none"> mats in place | Staff monitor and dry floor when necessary | | |
| Stiff doors, can't see lower down | Very minor | Can't see people on the other side | <ul style="list-style-type: none"> None | | | |
| Curved steps in lower gallery | Injury | Fall | <ul style="list-style-type: none"> Handrails in place | | | |
| Marble staircase and landing on first floor and steps in lower gallery | Serious injury | Fall | <ul style="list-style-type: none"> Non-slip nosings to each tread. Balustrade, handrails, children asked not to run or jump on stairs or congregate on landings or lean over. | | | |
| Tripping over exhibits | Minor injury | Trip | <ul style="list-style-type: none"> Ropes used sometimes | | | |

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| | | | | What? | By Whom? | When? |
| Public toilets, possibility of wet floor – hot water | Minor injury | Slip | <ul style="list-style-type: none"> Regular staff checks | | | |
| Glass cases upper gallery | Injury | Slips | <ul style="list-style-type: none"> Children asked not to run in the Gallery | | | |