

National Justice Museum. The Shire Hall. Nottingham.

Risk Assessment Record for: Youth Court - Courtroom Workshop, Justice Reinvented, Capital Punishment Debate, Case Study

Completed By: JA

Date: 05/11/24

Position: Learning Manager

Date for review: 05/11/25

No	Task/Event	Hazard	Existing Precautions	Likelihood	Severity	Risk Rating	Additional Action Required
1	Youth Court - Courtroom Workshop, Justice Reinvented, Capital Punishment Debate, Case Study, Cave workshops	Injury arising from manual handling activity when setting up.	Permit only fully trained staff members to carry out this operation.	1	4	4	Carry out periodic staff training
2		Slips, trips, and falls	<ul style="list-style-type: none">○ All groups under supervision at all times.○ Health and safety briefing given before activities commence.○ Designated access routes.○ Adequate lighting.○ Passages and doorways kept clear.○ Flooring in good condition, with regular inspection.○ Doors to steps into Police Station kept closed.	2	2	4	No further action required.

3		Electrocution	<ul style="list-style-type: none"> ○ Proprietary equipment ○ PAT tests undertaken ○ Socket covers on exposed electrical sockets. 	1	4	4	No further Action Required
4		Inadvertent impact with glass doors/windows	<ul style="list-style-type: none"> ○ Adequate lighting in all areas. ○ Safety glass fitted in all areas. 	1	2	2	No further Action Required
5		Injury arising from outbreak of fire	<ul style="list-style-type: none"> ○ Alternative exits available. ○ Group always with a member of staff when in this area ○ Fire warning system in full operation ○ Fire drills regularly take place ○ Instruction for in the event of a fire given to all groups at the beginning of the day. ○ Site regularly inspected by fire service. 	2	2	4	No further Action Required
6		General discomfort	<ul style="list-style-type: none"> ○ Group numbers limited to a maximum of 35 	1	2	2	No further action required
7		Injury or illness arising from inadequate welfare facilities	<ul style="list-style-type: none"> ○ Appropriate number of toilets, washing, and rest facilities situated close by 	1	3	3	No further action required

			<ul style="list-style-type: none"> ○ Trained first aid availability. 				
8		Injury arising from attack	<ul style="list-style-type: none"> ○ Pre- booked activities. ○ Restricted access for non-visitors only, (signage to deter entry) 	2	3	6	No further action required.

5X5 MATRIX METHOD:

Rating : 1 - 4 ACCEPTABLE - No further action required, but ensure control measures are maintained.

5 - 9 ADEQUATE - Look for suitable improvements at the next review.

10 - 16 TOLERABLE - Look to improve within a specified timescale.

17 - 25 UNACCEPTABLE - Stop activity and make immediate improvements.