

## Risk Assessment – Craft Activities (Arts and crafts, Environmental art, Junk modeling, Mask making, Scrapheap Challenge)

<b>Baseline</b>	✗	<b>Site Specific</b>		<b>Vulnerable Person</b>		<b>Temporary</b>
<b>Produced by:</b>	Leigh Phillips	<b>Date of issue:</b>	16/01/2019	<b>Review date:</b>	16/01/2020	

**Operating notes:**

- Supervision ratio is 1 instructor to 30 participants. There is no requirement for an additional adult.
- Activity leader to be trained to in-house syllabus for the activity. Refresher training as directed by session observations.
- No special requirements for Chief instructor. Technical advice from the Group Activities Manager.
- Equipment and materials provided are selected to be appropriate for safe use by children.
- Water-based substances are purchased in preference to solvent-based products.
- Activity area must be suitable for the purpose and size of the group, (chairs, tables, floor surfaces and table surfaces).

**Risk – Benefit Statement:** There is a low risk of allergies to chemicals and products being used, but high levels of creativity and participation, making the risk tolerable.

Hazard Description and activities giving rise to risk	Who may be harmed	Control Measures	Risk Rating
Equipment use – Items such as scissors, sharp pencils, styluses, clay modeling tools, etc. causing cuts	Participants	<ul style="list-style-type: none"> <li>Keep all participants under close supervision at all times.</li> <li>Tell participants to take care when using sharp craft equipment and lend assistance to those who need help.</li> </ul>	Very Low
Allergic reactions or upset stomachs – Caused by ingestion of or exposure to paints, glue vapours, face paints and natural items collected outside	Participants, Instructors	<ul style="list-style-type: none"> <li>Check medical forms for allergy information before the activity. Anyone with an allergy to e.g. face paints must not be brought into contact with these substances.</li> <li>Issue rules or provide supervision when collected natural items (e.g. berries, fungi).</li> <li>Ensure everyone washes their hands at the end of the activity and before eating food.</li> </ul>	Very Low
Mask Making – Damage to hair, skin, eyebrows, etc. from plaster/Modroc, and suffocation risks	Participants	<ul style="list-style-type: none"> <li>Ensure petroleum jelly/Vaseline is smeared over all the skin, eyebrows and other exposed areas that will be covered by the plaster bandages.</li> <li>Make sure that nostrils or mouths are not covered – participants must be able to breathe.</li> </ul>	Low
Swinging back on chairs – Risk of falling backwards causing banged heads and bruises	Participants	<ul style="list-style-type: none"> <li>Chairs with wheels rather than legs are preferred to discourage tipping.</li> <li>Tell participants that they are not to swing back on their chairs. Be vigilant for those who break the rule.</li> </ul>	Very Low
Apparatus and Equipment – Furniture, apparatus and other equipment in shared spaces.	Participants	<ul style="list-style-type: none"> <li>Remove or re-arrange any furniture or apparatus in the area so that it meets the needs of the activity and the group.</li> <li>Ensure ‘launch areas’ or ‘drop zones’ are clear of people before using them for testing constructions.</li> </ul>	Very Low