



RISK ASSESSMENT FOR OPERATION OF MUSEUM DURING CORONAVIRUS PANDEMIC

Date and Time of Activity	Name of Assessor	Date of Assessment	Date of Review
Any time throughout the year	David Roberts	27th June 2020	As required by circumstance

Location of Activity	All Museum premises; Exhibition Hall, Garden, Yard, Office, Front Shop or immediately outside Museum Premises.
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Assessment Method	Risk rating is assessed firstly uncontrolled then again after the application of both general and specific actions. The scale used for this purpose is expressed in numbers from 0 to 5 using the following classification (S) = Severity x (L) = Likelihood = (R) Resulting rating. (Max risk to health & safety rating = 25) For risks with a result of 10 or more, controls must be implemented to reduce the result to 9 or less. ALL RISKS MUST BE ELIMINATED IF POSSIBLE
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Task/situation	Uncontrolled Hazards and Effects	Those Affected	S	L	R	General museum practice and controls in place to reduce risk.	Further actions and training required to reduce risks	S	L	R	Date Done
Current Stage Pandemic Coronavirus (Covid 19) As of 16 June 2020	Death or severe illness spread through droplets of saliva or discharged when infected person coughs, sneezes or exhales. Transmitted from one person to another from touched surfaces.	All Visitors and Volunteers	5	3	15	None. Current operational procedures, H&S Policy, Risk Assessments and Volunteer Guidance Notes offer insufficient protection to reduce the risk.	Based on information provided by Central Government and the Health and Safety Executive the Museum remains closed to visitors and volunteers. To facilitate the preparation for opening the museum, five trustees or volunteers can meet under controlled conditions utilising the Government's social distancing rules (currently 2 metres) and their advice to sanitise surfaces, wash and sanitise their hands. The secretary is present via computer link.	5	1	5	27/6/20



<p>Future Stage Pandemic Coronavirus (Covid 19)</p> <p>Date to be confirmed</p>	<p>As above</p>	<p>As above</p>	<p>5</p>	<p>3</p>	<p>15</p>	<p>Based on information provided by Central Government and the Health and Safety Executive the Museum remains closed to visitors and volunteers.</p> <p>To facilitate the preparation for opening the museum, five trustees or volunteers can meet under controlled conditions utilising the Government’s social distancing rules (currently 2 metres) and their advice to sanitise surfaces, wash and sanitise their hands.</p> <p>The secretary is present via computer link.</p>	<p>The Museum will be open to Visitors and Volunteers only after all the following five safety measures are put into place.</p> <ol style="list-style-type: none"> 1. Receipt of advice from Central Government. 2. Following any guidelines issued by Government and the H&S Executive. 3. Implementation of the appropriate Covid-19 control measures detailed in the Museum Method Statement ref MMS 001. 4. Following a comprehensive premises safety check Museum Method Statement ref MMS 002 5. Following Covid-19 safety training to volunteers. Museum Guidance Note MGN 003 	<p>5</p>	<p>1</p>	<p>5</p>	<p>TBA</p>
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