

Department Learning and Engagement	Health & Safety Risk Assessment	 THE LOWRY
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The Lowry's security arrangements

If you have any concerns before our artist visits your setting please email emily.harwood@the-lowry.com and we will be more than happy to talk it through with you.

Risk Assessment for Schools

Teachers are responsible for the supervision of their pupils at all times.

1. Activity/Area	School Visits: in school	Ref. No. LEIS21
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Description of operation											
Groups of school children participating in visual/digital or performing arts activities in their school/setting with a Lowry freelance artist.											
Who is affected by this operation?											
Employees	X	Contractors / Suppliers	X	Visiting Company	X	Public	X	Young people	X	Pregnant Women	X

Hazard	Likelihood	Severity	Risk Factor	Risk (Before precautions have been taken)
1 Risk: Trips/Slips: water on the floor, sloping surfaces, changes in floor levels, balconies Location: Offsite Whom: public, staff, artists	3	4	12	Medium

<p>2. Risk: Mechanical Hazards: Scissors/staplers/push pins/butterfly pins/escalators/stairs Location: Offsite Whom: public, staff, artists</p>	3	4	12	Medium
<p>3. Risk: Hazardous substances: paints/art materials Location: offsite Whom: public, artists, staff</p>	3	3	9	Medium
<p>4. Risk: Fire / Evacuation, Burns, respiratory damage, death. Location: off site Whom: artists, public, staff</p>	2	6	12	Medium
<p>5. Risk: Act of terror, extreme injury, poison, respiratory damage, death Location: off site Whom: public, staff, artists</p>	3	6	18	High
<p>6. COVID-19 SPECIFIC</p> <p>6.1 Risk: Getting or spreading coronavirus by not washing hands or not washing them adequately. Location: off site Whom: public, artists, staff</p>	5	4	20	High
<p>6.2 Risk: Getting or spreading coronavirus through surfaces, shared equipment and workstations –materials, tables, chairs Location: off site Whom: public, artists, staff</p>	5	4	20	High

<p>6.3 Risk: Contracting or spreading the virus through not social distancing Location: off site Whom: public, artists, staff</p>	5	4	20	High
<p>6.4 Risk: Poor workplace ventilation leading to risks of coronavirus spreading Location: off site Whom: public, artists, staff</p>	4	4	16	Medium
<p>6.5 Risk: Contracting or spreading the virus in spaces during Lunch breaks. Location: Offsite Whom: public, artists, staff</p>	3	4	12	Medium

Control Measures

1	<p>Risk: Trips/Slips:</p> <ul style="list-style-type: none"> • Visiting freelance artist to be provided with schools risk assessment prior to visit and advised on any potential areas where issues may arise.
2	<p>Risk: Mechanical Hazards:</p> <ul style="list-style-type: none"> • Workshop leaders advise students on safe ways of using all materials/equipment. • All equipment suitable for classroom use and supervised by workshop leaders. • Use school First Aid if necessary.

3	<p>Risk: Hazardous Substances:</p> <ul style="list-style-type: none"> • All artistic materials COSHH rated and suitable for classroom use. • Activity supervised by workshop leaders. • Students supervised by school staff at all times. • First Aid available if necessary.
4	<p>Risk: Fire / Evacuation, Burns, respiratory damage, death.</p> <ul style="list-style-type: none"> ▪ Follow schools fire procedure and be advised by staff
6	<p>Risk: Act of Terror, extreme injury, poison, death</p> <ul style="list-style-type: none"> • Follow schools existing procedure
6.1	<p>Risk: Getting or spreading coronavirus by not washing hands or not washing them adequately.</p> <ul style="list-style-type: none"> • Hand sanitizing stations located throughout the building • Accessible toilets available across the building • Artist to take own hand santiser to the workshop
6.2	<p>Getting or spreading coronavirus through surfaces, shared equipment and workstations – chairs and tables</p> <ul style="list-style-type: none"> ▪ Artist to have own individual equipment (not to be shared), where this is not possible equipment must be cleaned and sanitised before it is used again ▪ All equipment santised before being returned to The Lowry or between classes.

6.3	<p>Poor workplace ventilation leading to risks of coronavirus spreading</p> <ul style="list-style-type: none"> ▪ Maximum capacity of 35 pupils per group ▪ Door and windows to be open where possible ▪ Air conditioning on if available
6.4	<p>Risk: Contracting or spreading the virus in indoor spaces during Lunch</p> <ul style="list-style-type: none"> ▪ Artist to take own lunch and be shown to a space where 2 meter distance can be observed for them to eat lunch. ▪ Artists advised to wear masks when walking to and from lunch space. ▪ Artist to sanitise hands prior to commencing the workshop after lunch.

2. Hazards	Likelihood	Severity	Risk Factor	Risk (before precautions have been taken)
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Likelihood	1 Very unlikely	2 Unlikely	3 May occur	4 Likely	5 Very likely	6 Will occur
Severity	1 Very minor injury	2 Minor injury	3 Lost time to injury	4 Major injury	5 Single fatality	6 Multiple fatality
Risk Factor 0-6 Low Risk factor above 6 Improve if possible		Risk Factor 7-17 Medium Risk factor above 12 Further action required		Risk Factor 18-36 High Immediate action required		

Multiply Probability x Severity to obtain Risk Factor

<p>1 Risk: Trips/Slips: water on the floor, sloping surfaces, changes in floor levels, balconies</p> <p>Location: Off site</p> <p>Whom: public, staff, artists</p>	2	2	4	Low
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<p>2. Risk: Mechanical Hazards: Scissors/staplers/push pins/butterfly pins/escalators/stairs Location: Off site Whom: public, staff, artists</p>	2	2	4	Low
<p>3. Risk: Hazardous substances: paints/art materials Location: Off site Whom: public, artists</p>	1	2	2	Low
<p>4. Risk: Fire / Evacuation, Burns, respiratory damage, death. Location: Off site Whom: artists, public, staff</p>	2	6	12	Medium
<p>5. Risk: Act of terror, extreme injury, poison, respiratory damage, death Location: Off site Whom: public, staff, artists</p>	2	6	12	Medium
<p>6. COVID-19 SPECIFIC</p> <p>6.1 Risk: Getting or spreading coronavirus by not washing hands or not washing them adequately. Location: Off site Whom: public, artists, staff</p>	3	4	12	Medium
<p>6.2 Risk: Getting or spreading coronavirus through surfaces, shared equipment and workstations –materials, tables, chairs Location: Off site Whom: public, artists, staff</p>	2	4	8	Medium

6.3 Risk: Contracting or spreading the virus through not social distancing Location: Off site Whom: public, artists, staff	3	4	12	Medium
6.4 Risk: Poor workplace ventilation leading to risks of coronavirus spreading Location: Offsite Whom: public, artists, staff	2	2	4	Low
6.5 Risk: Contracting or spreading the virus in spaces during Lunch breaks. Location: Offsite Whom: public, artists, staff	2	4	8	Medium

4. Details of further action required	Implemented	Date	Initials

5. Assessed by	Emily Harwood		Learning & Participation Manager	Signed	<i>E. Harwood</i>	Date	Oct 21
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b. Read by	John Toomer	Position	Facilities Manager	Signed	<i>John Toomer</i>	Date	01/11/21
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c. Approved by	J.Riding	Position	Director of L&E	Signed	<i>J. Riding</i>	Date	01.10.21
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6. Review	Date	Initials