

KS3 & KS4 Presenter Led Session Risk Assessment Form


Date:15/08/24	Assessed by: Alexia Southern	Validated by: Andy Benson	Location: Events' Space	Assessment ref no: JBCE270923	Review date: 15/08/25
Task / premises: KS3/4 Presenter led session, Events Space					
Activity	Hazard	Person(s) in danger	Existing measures to control risk	Risk rating	Result
Evacuation	Trips, falls, bottlenecks	All	<ul style="list-style-type: none"> All fire escapes left clear for safe egress 	LOW	A
Any injury	Any	All	<ul style="list-style-type: none"> All presenters first aid trained, and additional first aiders on site First aid kit available in building 	LOW	A
Firing a Stomp Rocket	People being hit by stomp rocket	Students and teachers (audience)	<ul style="list-style-type: none"> Aim stomp rocket across stage (away from audience) Rocket is made from foam so cannot cause serious injury 	LOW	A
Spinning a volunteer on a chair to be a pulsar	Falling off chair	Volunteer	<ul style="list-style-type: none"> Explain what is going to happen to volunteer before starting the demo Choose a volunteer of a suitable age/size 	LOW	A
Putting expanded polystyrene chips in acetone	Eye damage or skin irritation from Acetone (please see Material safety Data Sheet here . Chemical number A/0560/15)	Presenter	<ul style="list-style-type: none"> Demonstration only: members of the public will not come into contact with acetone Only a small amount of acetone is used in the demonstration (approx. 20 ml) – decanted into film canister prior to show Presenter to wear gloves and goggles when decanting acetone from bottle into smaller container for demonstration (plastic film canister) Acetone should not come into contact with skin or eyes during demonstration Should acetone come into contact with skin hands should be rinsed (bucket of water available for this) <p>Should acetone come into contact with eyes – sterile eyewash available in building (rinse for at least 15 minutes & contact medical professional)</p>	LOW	A

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	Fire	All	<ul style="list-style-type: none"> Acetone to be kept away from open flames or hot surfaces Bottle of acetone to be stored in locked fire safe 	LOW	A	
	Danger to environment	All	<ul style="list-style-type: none"> Do not dispose of acetone into sewer Acetone to be absorbed by paper towels, and disposed in the bin 	LOW	A	
Spinning tray with a glass of water on it to demonstrate centrifugal force	Being hit by glass of water	Presenter Audience	<ul style="list-style-type: none"> Use a soft (disposable) plastic glass Rotate tray parallel to audience so that the container will fly across stage and not into audience if it slips First aider always available on site 	LOW	A	
	Slipping on spilled water	Presenter Audience	<ul style="list-style-type: none"> Mop up any spillages that occur immediately 	LOW	A	
Firing a bottle rocket from a drain pipe using ethanol	Injury from rocket in flight	Presenter Audience	<ul style="list-style-type: none"> Presenter and audience to remain behind the launcher until the rocket has been launched Rocket to be aimed away from the audience Allow 10 metres open space to fire rocket into Check bottle for signs of damage after each show First aiders always available on site 	LOW	A	

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	Fire	Presenter Audience	<ul style="list-style-type: none"> Fire extinguisher in close proximity Demonstration to only take place in the Events Space, or appropriate teaching areas. Demonstration will not be included if workshop held in the Classroom or Tipi, due to smaller space, lower ceiling, fabric ceiling and carpeted floor 	LOW	A
	Potential injury due to burning fuel	Presenter Volunteer	<ul style="list-style-type: none"> Light using split on long pole Use only 5ml of ethanol Only open the cap, do not unscrew the whole lid as this may cause it to melt and the bottle will not launch 	LOW	A
	Potential injury due to burning fuel	All	<ul style="list-style-type: none"> Light using split on long pole Use only 20ml of ethanol Minimum two metres from audience First aiders always available on site 	LOW	A

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"Whoosh bottle": Igniting 20ml of ethanol poured into an empty 9L water cooler bottle	Burns	All	<ul style="list-style-type: none"> Presenter to inspect integrity of whoosh bottles before workshop – any cracks or other signs of damage will result in the bottle being immediately replaced Whoosh bottle to be placed more than 2 metres from audience Presenter will ensure space is clear above the neck of the bottle before ignition Whoosh bottle placed on level surface (e.g. floor or table top) – toppling over very unlikely Whoosh bottle to be lit at arm's length using long splint Flame will be restricted to the neck of the whoosh bottle (a narrow diameter) First aiders always available on site <ul style="list-style-type: none"> Fire extinguisher in close proximity 	LOW	A

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	Fire	All	<ul style="list-style-type: none"> Whoosh bottle to be lit at least 2m from any flammable material (e.g. Star Pavilion curtains) Fire extinguisher in close proximity Demonstration to only take place in the Events Space, or appropriate teaching areas. Demonstration will not be included if workshop held in the Classroom or tipi, due to smaller space, lower ceiling, fabric ceiling and carpeted floor 	LOW	A
	Use and storage of ethanol	All	<ul style="list-style-type: none"> Ethanol supplies to be stored in locked chemical cupboard/fire safe Small 'decanter' bottles to be filled up in advance with only the ethanol required for the day (max of 150 ml) When unattended, primed decanter bottles to be kept in locked fire safe, away from pupils or general public 	LOW	A