

Environment:	Exhibition areas, science theatre, lunchroom, LEGO Education Innovation Studio, exhibits, toilets, car park and external areas	Completed by: Cerian Kassam	Date: July 2018
		Review date: July 2020	Review date:

Hazard	Who might be harmed?	RISK	What is already being done to control the risk?	Additional actions	RISK Outcome
Fire	Staff and visitors	M	All staff trained on Fire Evacuation procedure. All supervisory staff complete fire marshal training. A siren will sound in the event of a fire. Extinguishers are regularly serviced. All staff are made aware of the locations of fire exits, extinguishers and fire assembly point during their induction.	No further action required	L
First Aid required	Staff and visitors	M	All supervisory staff complete first aid training. First aid boxes are located in each building. When a supervisor is awaiting first Aid training they can call upon security or the sports centre staff.	No further action required	L
Trip Hazards - In and around buildings.	Staff and visitors	M	No running rule in Centre. High visibility marks on steps and ramps. TQG staff to ensure visitors follow guidance on behaviour.	No further action required	L
Stairs - Trip hazard.	Staff and Visitors	M	High visibility marks on steps and ramps. TQG staff to ensure visitors follow guidance on behaviour.	No further action required	L
Glass Panelled Doors - Collision and breakage.	Staff and Visitors	M	Wire re-enforced glass used to decrease risk of breakage. TQG staff to ensure visitors follow guidance on behaviour.	No further action required	L
Automatic Doors - risk of young children leaving unnoticed.	Visitors - young children	M	Doors can only be opened by pressing button on wall. Use of doors monitored by TQG staff.	No further action required	L
Theatre - Tiered seating area, trip hazard.	Staff and Visitors	M	High visibility marks on steps. Safety barrier. TQG staff to ensure visitors follow guidance on behaviour.	No further action required	L

Lunch Room - spillages, floors may become slippery.	M	Staff and Visitors	Signs requesting visitors to report any spillage to TQG staff. TQG staff to ensure visitors follow guidance on behaviour.	No further action required	L
Toilets - Wet floors may become slippery.	M	Staff and Visitors	Signs requesting visitors to report any spillage to TQG staff. Toilets checked 4 times daily. Regular monitoring of condition of toilets.	No further action required	L
Electrical Supply - Risk of Electrical shock.	L	Staff and Visitors	All electrical exhibits are PAT tested annually and subject to frequent visual inspection. Quarterly exhibit maintenance visits. Fixed electrical tests carried out every 5 years (Next due in 2020). Electrical exhibits are kept clear of water.	No further action required	L
Car Park. - Risk of serious injury, collision with vehicles.	M	Staff and Visitors	Schools groups are led by staff to and from coaches. Speed ramps around campus. Speed restrictions in place. Regular monitoring of car park users.	No further action required	L
Zone 5 - Possible use of chemicals, naked flames.	L	Staff and Visitors	Ensure presenter is an adequate distance from the audience. Individual risk assessments are available for each show. TQG staff to ensure visitors follow guidance on behaviour.	No further action required	L
LEGO Room -				No further action required	
Lab – Use of chemicals, naked flames	L	Staff and Visitors		No further action required	
Shows - Possible use of chemicals, naked flames.	L	Staff and Visitors	Ensuring presenter is an adequate distance from the audience. Individual risk assessments are available for each show. TQG staff to ensure visitors follow guidance on behaviour.	No further action required	L
**Air Canon – Risk of choking	L	Staff and Visitors	Disks can be removed from the wall. TQG staff to keep regular checks for any missing parts. TQG staff to ensure visitors follow guidance on behaviour.	No further action required	L

**Air Stream – Risk of choking, electrical shock	L	Staff and Visitors	Loose components sized to pass choke test. Made from robust plastic and foam which does not easily break. Electrical components are cased within cabinet. TQG staff to ensure visitors follow guidance on behaviour. Regularly check for damage.	No further action required	L
**Arch Bridge - Risk of fall from bridge, splintering, trip hazard.	L	Staff and Visitors	Bridge alongside wall. Exhibit condition is monitored daily. Monthly maintenance check. TQG staff to ensure visitors follow guidance on behaviour.	No further action required	L
**Balancing Balls - Risk of bruising.	L	Staff and Visitors	Weight of component is minimised. TQG staff to ensure visitors follow guidance on behaviour.	No further action required	L
**Balancing Broomsticks - Risk of bruising, falling.	L	Staff and Visitors	Base weighted for extra stability. Broomsticks have rounded ends. TQG staff to ensure visitors follow guidance on behaviour.	No further action required	L
**Beat Your Heart - Risk of electrical shock.	L	Staff and Visitors	Electrical equipment cased within cabinet. Monthly maintenance check. Fluid contained within exhibit. Regularly check exterior electrical cables.	No further action required	L
**Bernouli Blower -Risk of electrical shock.	L	Staff and Visitors	Electrical equipment cased within cabinet. Monthly maintenance check. Regularly check exterior electrical cables.	No further action required	L
**Blacker than Black - Risk of Crush, Pinch.	L	Staff and Visitors	Lightweight lid.	No further action required	L
**Blown Up –Risk of electrical shock, choking.	L	Staff and Visitors	Electrical equipment cased within cabinet. Monthly maintenance check. Parts sized to pass choke test. Condition of parts checked daily. Regularly check exterior electrical cables. TQG staff to ensure visitors follow guidance on behaviour.	No further action required	L
**Body Builder - Risk of bruising, tripping.	L	Staff and Visitors	Parts are sized to pass choke test. Visitors encouraged to keep parts off the floor. TQG staff to ensure visitors follow guidance on behaviour.	No further action required	L

**Bucket Radio - Risk of electrical shock, bruising.	L	Staff and Visitors	Electrical equipment cased within cabinet. Loose parts are lightweight. Monthly maintenance check. Regularly check exterior electrical cables.	No further action required	L
**Colour Takeaway - Risk of electrical shock.	L	Staff and Visitors	Electrical equipment cased within cabinet. Monthly maintenance check. Regularly check exterior electrical cables.	No further action required	L
**Corner Mirror -Risk of bruising, choking.	L	Staff and Visitors	Parts are sized to pass choke test. Toughened glass mirror. TQG staff to ensure visitors follow guidance on behaviour.	No further action required	L
**Crazy Crane - Risk of bruising	L	Staff and Visitors	Parts are sized to pass choke test. TQG staff to ensure visitors follow guidance on behaviour.	No further action required	L
**Cogs in your Car (Differential) – Risk of trapped hand	L	Staff and Visitors	Small moving parts are enclosed. Visitors discouraged from putting hands through the gaps in the turning handle. TQG staff to ensure visitors follow guidance on behaviour.	No further action required	L
**Design-a-Tree - Risk of electrical shock.	L	Staff and Visitors	Parts are sized to pass choke test. Toughened glass mirror. Regularly check exterior electrical cables.	No further action required	L
**Driven to Distraction – Trip hazard; risk of electrical shock	L	Staff and Visitors	Electrical equipment cased within cabinet. Regularly check exterior electrical cables.	No further action required	L
**Earthquake table – Risk of choking, bruising	L	Staff and Visitors	Balls are sized to pass choke test. Lightweight balls. TQG staff to ensure visitors follow guidance on behaviour.	No further action required	L
**Flying Mirror – Risk of personal injury – impact with mirror, falling	L	Staff and Visitors	Adequate lighting and rounded corners. Use of Perspex mirrors. TQG staff to ensure visitors follow guidance on behaviour. TQG staff to ensure visitors follow guidance on behaviour.	No further action required	L
**Garden Gate - Risk of bruising, pinching.	L	Staff and Visitors	Design allows pinch areas to be minimised. TQG staff to ensure visitors follow guidance on behaviour.	No further action required	L
**Geochron - Risk of electrical shock.	L	Staff and Visitors	Electrical equipment cased within cabinet. Monthly maintenance check. Regularly check exterior electrical cables	No further action required	L

**Gravity Well - Risk of choking, bruising.	L	Staff and Visitors	Balls are sized to pass choke test. Lightweight balls. TQG staff to ensure visitors follow guidance on behaviour.	No further action required	L
**Hot and Cold Hands – Risk of burning, electrical shock	L	Staff and Visitors	Ambient to external temperature. Keep in a shaded area during summer months. Electrical equipment cased within cabinet. Regularly check the exhibit and relocate or remove from floor if necessary.	No further action required	L
**How Many Like Me? - Risk of electrical shock.	L	Staff and Visitors	Electrical equipment cased within cabinet. Monthly maintenance check. Regularly check exterior electrical cables	No further action required	L
**Human Battery - Risk of electrical shock.	L	Staff and Visitors	Electrical equipment cased within cabinet. Monthly maintenance check. Regularly check exterior electrical cables.	No further action required	L
**It All Adds Up - Risk of choking, bruising.	L	Staff and Visitors	Balls are sized to pass choke test. Balls are lightweight. TQG staff to ensure visitors follow guidance on behaviour.	No further action required	L
**Keyhole Cross - Risk of bruising, splintering.	L	Staff and Visitors	Lightweight parts. Condition of wood checked daily. TQG staff to ensure visitors follow guidance on behaviour.	No further action required	L
**Look into Infinity - Risk of electrical shock, bruising, crush.	L	Staff and Visitors	Electrical equipment cased within cabinet. Monthly maintenance check. Heavy base ensures stability. Regularly check exterior electrical cables.	No further action required	L
**Loop the Loop - Risk of strangulation.	L	Staff and Visitors	Visitors are discouraged from climbing on the exhibit. TQG staff to ensure visitors follow guidance on behaviour.	No further action required	L
**Mirror Maze - Risk of personal injury - impact with mirror.	H	Staff and Visitors especially young children	TQG staff to oversee use of maze. Bi-lingual signage at entry and exit points. Adequate lighting. Rounded corners on pillars. Use of Perspex mirrors at key points. TQG staff to ensure visitors follow guidance on behaviour. Close mirrors at times of high risk. ie excited children.	No further action required	M
**Motion and Camouflage - Risk of electrical shock.	L	Staff and Visitors	Electrical equipment cased within cabinet. Monthly maintenance check. Regularly check exterior electrical cables.	No further action required	L

**Optical Illusions x3 - Risk of personal injury, falling object.	L	Staff and Visitors	Secured to the wall, no loose pieces or sharp edges. Regular checks to ensure panels are secure.	No further action required	L
**Orbits - Risk of choking, bruising.	L	Staff and Visitors	Balls are sized to pass choke test. Balls are lightweight. TQG staff to ensure visitors follow guidance on behaviour.	No further action required	L
**Packing Parcels - Risk of pinching, bruising, splintering.	L	Staff and Visitors	Lightweight components. Exhibit inspected daily. TQG staff to ensure visitors follow guidance on behaviour.	No further action required	L
**Parabolic Mirror – Risk of personal injury, impact with mirror, trip hazard	M	Staff and Visitors	Base of exhibit a distinct colour and sloping edge. Adequate lighting. Use of Perspex mirror. TQG staff to ensure visitors follow guidance on behaviour.	No further action required	L
**Pharaohs' Pyramid - Risk of choking, bruising.	L	Staff and Visitors	Parts sized to pass choke test. Condition of parts checked daily. Monthly maintenance check. TQG staff to ensure visitors follow guidance on behaviour.	No further action required	L
**Pig Pen Puzzle - Risk of pinching, bruising, splintering.	L	Staff and Visitors	Component weight is minimised. Rounded edges. TQG staff to ensure visitors follow guidance on behaviour.	No further action required	L
**Pin Screen - Risk of scratches.	L	Staff and Visitors	Regular maintenance to check condition of base and pins. TQG staff to ensure visitors follow guidance on behaviour.	No further action required	L
**Plasma Panel – Risk from UV rays, trip hazard.	L	Staff and Visitors	The emitted UV rays are of a safe level. The base of the exhibit has a sloping edge. Electrical equipment cased within cabinet. Regularly check exterior electrical cables.	No further action required	L
**Pouring Pythagoras – Risk of liquid leaking, slip hazard.	L	Staff and Visitors	The liquid is distilled water and food colouring. Regularly check for leaks.	No further action required	L
**Powerhouse - Risk of electrical shock.	L	Staff and Visitors	Electrical equipment cased within cabinet. Monthly maintenance check. Regularly check exterior electrical cables.	No further action required	L
**Powers of Ten - Risk of electrical shock.	L	Staff and Visitors	Electrical equipment cased within cabinet. Monthly maintenance check. Regularly check exterior electrical cables.	No further action required	L

**Pull Yourself Together - Risk of choking, bruising.	L	Staff and Visitors	Parts sized to pass choke test. Condition of parts checked daily. TQG staff to ensure visitors follow guidance on behaviour.	No further action required	L
**Pyramid Piles - Risk of bruising, choking.	L	Staff and Visitors	Parts sized to pass choke test. TQG staff to ensure visitors follow guidance on behaviour.	No further action required	L
**Pythagoras Puzzle - Risk of choking, bruising.	L	Staff and Visitors	Parts sized to pass choke test. Parts lightweight to prevent injury. TQG staff to ensure visitors follow guidance on behaviour.	No further action required	L
**Rainstick – Risk of bruising	L	Staff and Visitors	Has a resistance on the spin of the Rainstick. Small parts are enclosed. TQG staff to ensure visitors follow guidance on behaviour.	No further action required	L
**Reaction Timer - Risk of electrical shock.	L	Staff and Visitors	Electrical equipment cased within cabinet. Monthly maintenance check. Regularly check exterior electrical cables.	No further action required	L
**Resonant Bowl - Risk of infection.	L	Staff and Visitors	Water changed at least once per day. TQG staff to ensure visitors follow guidance on behaviour.	No further action required	L
**Roll Uphill -Risk of falling, bruising.	L	Staff and Visitors	Cone is lightweight and hollow. Visitors discouraged from climbing. TQG staff to ensure visitors follow guidance on behaviour.	No further action required	L
**Rotts Pendulum - Trip hazard.	L	Staff and Visitors	Poles attached to floor, painted red for increased visibility. TQG staff to ensure visitors follow guidance on behaviour.	No further action required	L
**Seeing is Deceiving – Risk of personal injury, rope burn.	L	Staff and Visitors	String is securely fixed and checked regularly. Monthly maintenance check. Soft string to reduce risk of rope burn. TQG staff to ensure visitors follow guidance on behaviour.	No further action required	L
**Shadow Box - Risk of electrical shock, bruising.	L	Staff and Visitors	Electrical equipment cased within cabinet. Monthly maintenance check. Regularly check exterior electrical cables.	No further action required	L
**Shrinking Chair - Risk of fall from chair, bruising	L	Staff and Visitors	Chair is low to the ground and each piece has rounded edges. TQG staff to ensure visitors follow guidance on behaviour.	No further action required	L

**Sketching Symmetry - Risk of electrical shock.	L	Staff and Visitors	Electrical equipment cased within cabinet. Monthly maintenance check. Regularly check exterior electrical cables.	No further action required	L
**Slow Bubbles – Risk of personal injury, falling, trapped fingers	L	Staff and Visitors	Visitors are discouraged from climbing on the exhibit. There is a large enough gap between the handle and the base of the exhibit to avoid trapping fingers. TQG staff to ensure visitors follow guidance on behaviour.	No further action required	L
**Soft Soma Cube - Trip hazard.	L	Staff and Visitors	Puzzle blocks made of foam, lightweight and soft. TQG staff to ensure visitors follow guidance on behaviour.	No further action required	L
**Stereo Image - Risk of electrical shock.	L	Staff and Visitors	Electrical equipment cased within cabinet. Monthly maintenance check. Regularly check exterior electrical cables.	No further action required	L
**Talk Tracer - Risk of electrical shock.	L	Staff and Visitors	Electrical equipment cased within cabinet. Monthly maintenance check. Regularly check exterior electrical cables.	No further action required	L
**To Infinity and Beyond - Risk of personal injury - impact with mirror.	L	Staff and Visitors	Static mirrors. TQG staff to ensure visitors follow guidance on behaviour.	No further action required	L
**The Orb - Risk of pinching, falling.	L	Staff and Visitors	Design puts pinch parts out of reach. TQG staff discourage running around the exhibit. TQG staff to ensure visitors follow guidance on behaviour.	No further action required	L
**Thermochromic - Risk of cuts.	L	Staff and Visitors	Toughened laminated glass or polycarbonate screens. TQG staff to ensure visitors follow guidance on behaviour.	No further action required	L
**Through the Looking Glass – Risk of personal injury, damage to visibility.	L	Staff and Visitors	Use of Perspex glass. Rounded edges. Acceptable level of brightness. TQG staff to ensure visitors follow guidance on behaviour.	No further action required	L
**Towers of Brahma - Risk of choking, bruising.	L	Staff and Visitors	Loose components sized to pass choke test. TQG staff to ensure visitors follow guidance on behaviour.	No further action required	L
**Treasure Chest - Risk of pinching, splintering.	L	Staff and Visitors	Lid is air damped to avoid pinching fingers. Exhibit condition checked daily. TQG staff to ensure visitors follow guidance on behaviour.	No further action required	L



**Tri-Circles - Risk of choking, bruising.	L	Staff and Visitors	Loose components sized to pass choke test. Loose parts too light to cause injury. TQG staff to ensure visitors follow guidance on behaviour.	No further action required	L
**Turntable – Risk of trapped fingers/ clothing.	L	Staff and Visitors	The gap between the turntable and the base is of a safe distance to avoid injury. Cable to the mains covered. Electrical equipment cased within cabinet. TQG staff to ensure visitors follow guidance on behaviour.	No further action required	L
**Vocal Wonders – Risk of electrical shock, damage to hearing.	L	Staff and Visitors	Electrical equipment cased within cabinet. Acceptable level of sound. TQG staff to ensure visitors follow guidance on behaviour.	No further action required	L