

RISK ASSESSMENT NO..... *MAIN Plant Sci Marquee*

Name of event: Science Week: From root to shoot - plant patterns past and present

Brief outline of work/activity: Plant themed visitor exhibition within marquee

Location: Department of Plant Sciences Marquee on the lawn outside the Department

Significant hazards:

- Overcrowding at peak times
- Electric equipment (risk of shock, electrocution, fire)
- Trip hazards
- Contact with plants
- Accidental ingestion of soil or plant material
- Children becoming lost from accompanying adults

Who might be exposed to the hazards:

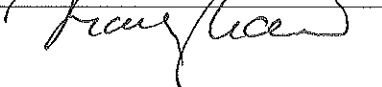
- Visitors
- Staff
- Volunteers

Existing control measures:

- All staff and volunteers briefed on hazards and control measures
- Staff and volunteers to monitor visitor numbers and restrict entry to marquee if necessary
- All electric equipment to be PAT tested
- No 'daisy chaining' of extension cables
- Staff and volunteers remove any potential trip hazards throughout the day
- Position any potentially harmful plants and equipment away from walkways and out of reach of visitors
- Ensure children are adequately supervised by adults
- Staff have contact numbers for Science Festival Team and University Security

Are risks adequately controlled?: YES ✓

If NO, list additional controls and actions required:	Additional controls:	Action by:
	Elisabeth Burmeister from the SLCU will act as Steward and will advise on further adjustments as necessary	

Completed by:	Dijana Maric		28 Feb 2014
	Name	Signature	Date

Supervisor:	Dr Beatrix Schlarb-Ridley		
	Name	Signature	Date

Dates of review:

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