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| **General Guidance**  *Original risk assessments must be kept for a period of 7 years. On completion a hard copy should be printed off and placed in your local/site health and safety folder*.  *Instructions for Use: Please remove this section once you have completed the assessment as it is guidance for completing the assessment.* |

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| **Risk** | Wax Batik |

| **What are the hazards?** | **Who might be harmed and how?** | **What are you already doing (existing Control Measures)?** | **Do you need to do anything else to manage this risk (Additional Control Measures)?** | **Action by whom?** | **Action by when?** | **Done** |
| --- | --- | --- | --- | --- | --- | --- |
| Wax of a very high temperature | Teachers, others, children.  Risk of burns. |  | Set up wax pot – in an area separate to others and an adequate distance away. |  | ../../…. |  |
| Hot surfaces. | Visitors. |  | Set up immediately adjacent to a power supply with lead going to back of table Set up on a covered surface (eg newspaper) and stand wax pot towards back of table. |  | ../../…. |  |
| Use of electrical equipment. | Teachers, other, children.  Electric shock. | Staff are trained to visually inspect all equipment before use.  All electrical equipment is regularly PAT tested.  Damaged or faulty items are removed from use. |  |  | ../../…. |  |
| Slips, trip and falls- trailing cables | Teachers, other, children.  Electric shock. | Wax pots are placed on external walls only to avoid trailing cables. |  |  | ../../…. |  |
| Risk of vapour inhalation from hot wax. | Teachers, other, children.  Electric shock. | Working areas are well ventilated. |  |  | ../../…. |  |
| Sufficient lighting. | Teachers, other, children.  Electric shock. | Classroom lighting is suitable for purpose. |  |  | ../../…. |  |
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| Lack of Information and instruction. |  |  | Removal of distractions (eg noise). |  |  |  |
| Insufficient lighting/ glare. |  |  | Ongoing teacher awareness of behaviour management (to prevent horse play with hot wax). |  |  |  |
| Competence of teacher. |  |  | Organise seating to enable sufficient safe working space. |  |  |  |
| Damage to property and surface. |  |  | Ensure adequate/ appropriate lighting. |  |  |  |
| ITT/inexperienced staff in school. |  |  | First aid facilities. |  |  |  |
|  |  |  | Emergency arrangement in place for serious accidents. |  |  |  |

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| Risk Assessor | Signature | Date |
| Responsible Manager | Signature | Date |

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| **Date Reviewed** | **Signature** | **Role** |
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**Action Plan for Risk Assessment**

Action Plan to be completed based on the findings of the risk assessment. The following actions are to be undertaken to reduce the risk level as far as reasonably practical and to ensure that all of the standard controls and local arrangements are in place.

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| No | Hazard not fully controlled | Performance Status | Action required | Person Responsible | Target Date | Date of Completion |
| High |
| Medium |
| Low |
| 1. |  |  |  |  |  |  |
| 2. |  |  |  |  |  |  |
| 3. |  |  |  |  |  |  |
| 4. |  |  |  |  |  |  |
| 5. |  |  |  |  |  |  |
| 6. |  |  |  |  |  |  |
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| --- | --- | --- |
| Responsible Manager | Signature | Date |