

Risk assessment

Company name: Magda Kuca

Date assessment was carried out: 20.05.2021

Assessment carried out by: Magda Kuca

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	What further action do you need to take to control the risks?	Who needs to carry out the action?	When is the action needed by?	Done
<p>Spread of Covid-19 coronavirus</p>	<p>Workshops participants and leading tutor/anyone visiting the studio</p>	<p>Face coverings are mandatory for all in attendance. If you are exempt, you have to let me know in advance. This is to ensure safety of other participants.</p>	<p>Provide disposable masks.</p> <p>Regularly check full government guidance. (https://www.gov.uk/coronavirus).</p>	<p>MK</p>	<p>Constantly/ongoing</p>	<p>YES</p>
		<p>There are temperature checks upon entrance and sanitizing stations available.</p> <p>No courses to take place until easing of coronavirus restrictions allows and government guidance is updated.</p> <p>All courses suspended until restrictions are eased.</p>	<p>Reschedule/ refund course participants where necessary.</p>	<p>MK</p>	<p>Constantly/ongoing</p>	<p>YES</p>

		<p>Participants and workshops numbers are reduced to maximum of 6 to allow social distancing.</p> <p>Course participants and tutors with symptoms of Covid-19 are asked to remain at home and get a coronavirus test (https://www.nhs.uk/ask-for-a-coronavirus-test). If course participants and tutors become unwell at the workshop they will be sent home and advised to follow the stay at home guidance (https://www.nhs.uk/conditions/coronavirus-covid-19/self-isolation-and-treatment/).</p>	<p>Make this risk assessment available on my website. Provide a link to this assessment for everyone who books on a course.</p> <p>Max numbers to expand as restrictions are eased</p>			
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		<p>Course participants who have tested positive for Covid-19, have symptoms of coronavirus or have been requested by the track and trace system to self-isolate will not be allowed to attend courses and will be offered alternative dates to reschedule their place onto.</p> <p>Anyone who has used the workshop who subsequently tests positive for Covid-19 is requested to inform Magda Kuca.</p>				
		<p>If advised that anyone who has been at the workshop has developed Covid-19, the tutor will inform the directors of LGW. A tutor or director will contact everyone who has been in contact with that person in</p>				

		the workshop in the 48hr period before symptoms developed,				
		All participants asked to sanitize/wash their hands before the start				
		All tools to be cleaned before and after use, all participants using their own tools when possible. Social distancing between participants users in compliance with government guidance, currently 2m or 1m with additional protection measues (e.g. working side by side rather than face to face, or wearing face masks). Only users from the same household can				

		sit closer than 1m to each other.				
		Providing participants with relevant health and safety information upon arrival	Communicate those measures before the workshop date to all participants via email			

<p>Tripping over cables or equipment or spillage</p>	<p>Anyone visiting/working in the studio/workshops participants</p>	<p>Use cable mats, mark potentially risky areas. Clean any spillage, spill kit available.</p>		<p>MK</p>	<p>Constantly/ongoing</p>	<p>YES</p>
<p>Studio lighting over-heating or misuse</p>	<p>Anyone visiting/working in the studio/workshops participants</p>	<p>Turn off when overheating immediately and allow sufficient time for cool-down. Remove or support anything that could be in close contact with a hot lightbulb. Turn off when not in use. Advise anyone using the light not to touch the bulb and advise to wear gloves when necessary.</p>		<p>MK</p>	<p>Constantly/ongoing</p>	<p>YES</p>

<p>Use of chemicals specific to the processes(more below), SSD sheets available per request</p>	<p>Anyone visiting/working in the studio/workshops participants</p>	<p>Participants of any workshop are made aware of this risk assessment and risks associated with processes.</p> <p>Wearing proper PPE: Gloves at all times when working with chemicals, apron,mask and goggles where necessary</p> <p>Special chemicals storage cabinet in place.</p> <p>No eating, smoking, drinking in the darkroom area.</p> <p>Hand washing after handling chemicals</p>		<p>MK</p>	<p>Constantly/ongoing</p>	<p>YES</p>
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		<p>Using appropriate ventilation system</p> <p>Labelling all containers.</p>				
<p>Skin,eye,respiratory irritation from Cyanotype process: Ferric ammonium citrate and potassium ferricyanide</p>	<p>Workshop Participants and tutor</p>	<p>Non-hazardous handled with care but can be a skin and respiratory irritant: use of gloves and apron, protective mask when mixing powdered chemicals.</p>	<p>As potassium ferricyanide can become harmful if very high heat and harsh acids are introduced, advise participants not to fire ceramics that has been treated with cyanotype and refrain from using high heat over 300C in any other form. Supplier SDS: ferric ammonium citrate potassium ferricyanide</p>	<p>MK</p>	<p>Constantly/ongoing</p>	<p>YES</p>

Can cause severe eye damage when in contact with eyes		Any baths containing residual amount of silver like fixer to be collected by special waste collection. Wear eye protection.				

More information on managing risk: www.hse.gov.uk/simple-health-safety/risk/

Published by the Health and Safety Executive 09/20