



### RISK ASSESSMENT FOR FLOWER ARRANGING CLASSES

HAZARD	HIGH RISK	LOW RISK	POSSIBLE RISK	ACTION TO REDUCE RISK
Water spillage	*		Slips and falls	Have policy in place for dealing with spillages. Have designated area for buckets containing plant material
Plant Material	*		Slips on foliage or plant material	Encourage tidy work stations and provide rubbish sacks
Infection	*		Poisonous material	Make students aware of hazard from certain plants eg. Euphorbia sap, Aconitum (all parts). Ensure hand washing facilities are available
Electrical equipment	*		Trips over cables	Do not trail electric cables across walkways unless absolutely necessary for example, a projector. Cover with cable cover and remove immediately after use. All equipment must be PAT tested
Hot glue guns	*		Minor burns	Keep a designated area for use of glue guns, encourage cold glue. Keep a container of cold water on the workstation in case of burns. Glue guns must be PAT tested
Workboxes		*	Falls	Keep workstations tidy, keep workboxes out of thoroughfares. Hang up coats to avoid trip hazards
Scissors and knives	*		Cuts	Demonstrate safe use of knives, scissors and secateurs.
Kettles	*		Scalds	Keep use of kettles to a designated area and make sure kettle is PAT tested
Spray paints and powders	*		Breathing difficulties	Spray outdoors using a mask

Date \_\_\_\_\_

Tutor's signature \_\_\_\_\_