

Risk assessment - Intergenerational Sessions

Potential hazard or risk	Who is at risk	Probability	Impact	Risk score	Potential impact	Measures to prevent	Responsibilities
1. Lots of equipment - trip hazard	Participants, staff, musicians	2	4	8	Could cause injury	To ensure equipment is kept out of the way and tidy, use tape for cables if necessary	Musicians
2. Lots of equipment - potential for damage	MC & Musicians	3	1	3	Difficulty in replacing has a financial impact on charity	Musicians to make sure equipment kept away from participants and out of harms way e.g not on the floor, away from drinks, wheelchairs	Musicians
3. Overcrowding at venue, reducing accessibility	Participants, staff & musicians	2	2	4	Causes reduced accessibility	To ensure adequate passageways, exits easily accessible, fire exits not blocked	Musicians, staff
4. Inappropriate behaviour from core participants	children, M C	1	4	4	difficult situations and upset to children	Musicians and care staff divert attention from behaviour, forewarn teachers of any risks; teachers to remove children if a difficult situation arises; care staff to monitor participant behaviour and escort from session if necessary; musicians to divert attention	Teachers musicians and staff
5. Transport failures - taxis not arriving, not turning up at venue	participants	2	2	4	causes anxiety and worry	Maintain good communication with staff organising transport; using taxi firms with experience of participants needs and knowledge of venue	Musicians, staff and volunteers

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6. Problems in using the minibus(es)	participants and MC staff accompanying	3	3	9	a.mechanical breakdown of vehicle or equipment in vehicle (lift, wheelchair anchors etc) b.participant becoming ill in transit c.injury to participants whilst on the bus or in particular getting off/on d.keeping participants a comfortable temperature whilst sitting in the bus e.RTA whilst travelling f.getting lost in transit	a.ensure vehicle in regularly serviced and checked; a check list is completed before taking the vehicle out; having details of persons who could come to help and knowledge of how to cope with e.g. lift malfunctions b.first aid kit carried in the bus some basic knowledge of significant health problems of participants c.driver to be accompanied by at least one helper, and to help participants to carefully get on or off, using mechanical lift if unable to use steps d.main problem in cold - provision of blankets, keeping engine running e.drivers to be trained by an experienced driver, adequate insurance cover to be in place f.to have local knowledge of routes or adequate maps and/or satellite navigation	MC staff on bus
7. Participants lost or injured in transit	participants	2	4	8	causing worry or causing injury	appropriate staff/volunteer to participant ratio. low level concerns to be logged and shared, and to follow safeguarding procedures.	musicians and staff/volunteers

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8. Participants try to take pictures of the children	Children	3	4	12	Children's images are used or shared inappropriately	Musicians to tell members at the start of session that no photos are to be taken. Ongoing monitoring during the session to ensure nobody forgets or ignores the instruction. low level concerns to be logged and shared, and to follow safeguarding procedures.	Musicians Staff Volunteers
9. Group members overly tactile with the children	Children	3	3	9	Children feel uncomfortable. School partner no longer wishes to work with us	Behaviour of all present to be monitored throughout the session and action taken to extricate children from inappropriate contact (as for point 4)	Musicians Staff Volunteers
10. Other risks as for core sessions							