

# Sapphire Education – Risk Assessment

Location / Activity: Computer Suite

No.	Identified Risk	Level of Risk	Required Action to Eliminate Risk	Person(s) Responsible
1	Injury from machinery or equipment	High 3	a. Equipment only used under supervision b. Students briefed before use c. Only approved equipment used	Academic Manager & Lab Staff
2	Incorrect use of tools or machinery	High 2	a. Clear instructions provided before use b. Demonstrations given by staff c. Students closely supervised	Lab Staff & Teacher
3	Burns from heated equipment (e.g. 3D printers)	Medium 2	a. Students instructed not to touch heated components b. Staff manage operation of equipment	Lab Staff
4	Cuts or injury from materials/tools	Medium 2	a. Safe handling instructions provided b. Students monitored during activity	Lab Staff & Teacher
5	Electrical hazards from equipment	High 3	a. Equipment checked before use b. Faults reported immediately c. No unauthorised use	Lab Staff
6	Unauthorised access to restricted equipment	Medium 3	a. Restricted areas clearly identified b. Students only access permitted areas	Lab Staff
7	Inadequate supervision	High 3	a. Appropriate staff ratios maintained b. Staff present at all times during activity	Academic Manager

8	Unsafe movement around lab space	Medium 2	a. Clear walkways maintained b. Students instructed to move carefully	Lab Staff
9	Failure to follow safety instructions	High 2	a. Clear rules set at start b. Students removed from activity if unsafe behaviour observed	Lab Staff & Teacher
10	Fire / emergency procedures	High 3	a. Students briefed on emergency procedures b. Staff lead evacuation if required	Staff Lead

All sessions delivered in line with University of Bath safety protocols where applicable

Risk Assessment compiled by: Andrew McPhee

Date: 12/9/26

*\*This is measured using two criteria: 1. Severity - High, Medium or Low: 2. Likelihood - 1, 2, or 3 where 1 is most likely, 3 is least likely*

