



WonderDome

Risk Assessment for Significant Hazards

ACTIVITY	POTENTIAL HAZARD	PREVENTATIVE MEASURES
NOTE: THIS RISK ASSESSMENT DOCUMENT IS REVIEWED AND COMMUNICATED TO THE STAFF ON AN ANNUAL BASIS BY HEALTH AND SAFETY OFFICER		
Fire Risk Assessment and Fire Procedures	Available as a separate document: https://docs.google.com/document/d/168SdO1l0Z_EsyvOoO6JotT5nTZuOmGBIMNm05Itxhc/edit?tab=t.0	
General	Emergency procedure	In case of emergency (fire, health scare etc) the dome can be evacuated immediately by lifting up the edges/walls and escaping underneath. The exit door can also be used. Presenters have basic fire safety equipment (fire blanket and hand held fire extinguisher).
	Accessibility	The dome can be accessed by anyone by lifting the sides of the walls up.
	Overcrowding	Numbers not to exceed the dome capacity. In some cases the numbers can be extended depending on the situation. In case of insisting on adding additional visitors, the possible result of overcrowding becomes the responsibility of the booking organisation.
Outside the planetarium	Tripping over the planetarium, especially	The planetarium will be positioned away from where people are walking as much

	inflating tube	as possible. No access to the back will be necessary. Power cables will run the shortest route.
Inside the planetarium	As it will be mostly dark inside, people might trip and fall	We will have some form of light on, especially when people go in and out (which we will coordinate in sessions). We make sure that people know what to expect inside (e.g. boxes, projector) People will be asked not to move about during the show, and to ask if they need to leave so lights can be provided.
	Claustrophobia or motion sickness	Due to the nature of the planetarium, with moving images being projected on the inside of the dome, motion sickness may be an issue. The audience will be warned of this in advance and asked to say if they begin to feel unwell, in which case the lights can be turned on to allow them to exit. In the case of an emergency see above. Similar measures can be taken for claustrophobia sufferers.
	Sitting on the edge of the dome	People will be asked not to lean against the edges of the dome as they are thin and will not support their weight. Children will be asked to come in and sit in rows before each session
Erection and dismantling of the dome	Setting up the dome	The dome will be set up in the following way. The dome will be laid out on the floor first to make sure there is enough space and it will not block any doors or exits. Equipment will be placed under the dome before inflation, and plugged in and switched on after inflation. Portable lights/torches will be used while setting up the electrical equipment and switching them on. The planetarium is only to be set up indoors
	Electronics	Portable lights/torches will be used while setting up and packing up the electrical equipment. Where possible the electronics will be connected to the mains behind the dome where no-one should trip over them. All electrical

		equipment has been safety tested and has a valid certificate on the plugs.
	Space requirements	<p>The dome (BIG) is 3.7m tall and covers an area of 6m x 7m. School halls are ideal locations to set up in. The dome can hold up to 20 adults, 25 secondary school students or 30-32 primary school children, but will vary depending on the age/size of the audiences.</p> <p>The dome (SMALL) is 3m tall and covers an area of 5m x 5m. School halls are ideal locations to set up in. The dome can hold up to 15 adults or secondary school students /25-27 primary school children but will vary depending on the age/size of the audiences.</p> <p>Ideally, there should be plugs sockets on a far wall from the door to avoid the use of too many extension leads or people tripping over cables.</p>
	Supervision	During the talks, there will be at least one supervisor inside the dome. The supervisor will ask for assistance from school staff to ensure the session runs safely.
	Dismantling the dome	The dome will be exited by all visitors before deflation.
Transporting equipment	Transporting equipment to schools etc	Equipment will be transported to a location by car. All equipment is stored in boxes and a bag for the dome, each of which can be carried or wheeled by one person

Reviewed by Service4Education Limited Health and Safety Officer:

Olga Cam



Name and signature