

Risk assessment – Planetarium

Risk assessment last reviewed	Name: Matthew Page				Severity (S)	Likelihood (L)	Risk rating (S x L)
	Job Title: Education Outreach Officer						
	Signature: 	Date: 07/08/2026					
Risk assessment last approved	Name: Lucinda Offer, Head of Science Communication		2	First aid on site/ Minor impact	Possible	6-10 Medium	
	Signature: 	Date: 30/09/26	3	Qualified medical attention/ Moderate impact	Probable		
	Date of next review	August 2027		4	Hospitalisation/ Serious impact requiring external agency involvement	Likely	10+ High
			5	Death or irreparable injury/ Life-changing impact	Certain		
Hazard	Risk	Control measures	(S)	(L)	Risk rating*		
Dome positioning	Everyone Trips	- Dome to be placed with adequate space to walk around the perimeter - Visual blockade used if needed to discourage people walking round the back of the dome - Fan to be positioned away from thoroughfares - Cables covered if necessary	2	2	4		
	Equipment damage	- Adequate height allowed to prevent the dome touching the ceiling. - Not to be installed under any light fixtures, sprinklers or other hazards	2	2	4		

Please use this risk assessment in conjunction with your own prior assessments and dynamic management of risk.

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		If location is used as a thoroughfare, it should be either closed to traffic or have staff positioned outside to prevent people jumping on the dome			
	Everyone Injury from someone jumping on the dome	- Warnings given to audience before entry - If location is used as a thoroughfare, it should be either closed to traffic or have staff positioned outside to prevent people jumping on the dome	2	2	4
Entry/exit	Everyone Trips	- Instructions on entering/exiting the dome are discussed beforehand - Power cables to be tucked against system box - Lamp/bright visuals on inside dome before audience enter/exit - Audience clearly instructed to enter/exit dome one at a time - Audience clearly instructed to walk, not run - Audience clearly instructed to walk around edge of dome, to avoid projection equipment in the centre, and create a one-way traffic flow - Audience to sit on the floor as soon as they've reached their place - Audience will be asked not to lean against the edges of the dome - All participants to be seated before turning off interior light - Audience will be instructed to stay seated during the presentation	2	2	4
	People with mobility issues Difficulty entering/exiting	- Side of the dome can be lifted for easier access - Those with mobility issues should enter and exit without the rest of the audience blocking access routes (i.e. first in, last out)	1	3	3
Dark enclosed interior	People with claustrophobia or fear of the dark Panic or anxiety	- Lighting provided on entry and exit - Presenter to discuss details and provide reassurance if made aware - Opportunity to leave dome provided - A child leaving will require an escort; as such there must always be at least two adults from the school accompanying a group of children	2	2	4
Simulated movement	People with motion sickness Nausea	Presenter warns audience and instructs them to look down or close their eyes if they start to feel unwell and wait until the spinning stops.	2	2	4

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		Presenter to be mindful of motion speed during manual control.			
Laser Pointer	All	- Presenter to take caution not to shine laser pointer into eye line of audience - Only low energy red lasers used in the dome	2	2	4
Emergency evacuation	All Being trapped in an emergency	- The dome will be flipped over for a quick exit - Presenter trained on what to do in the event of an emergency - Fan to be positioned away from thoroughfares - At least two adults from the school must be accompany any group; if one must escort a child out, there will always be one left - Presenter has battery powered light for use in the event of a power loss.	5	1	5

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