

WORKSHOP RISK ASSESSMENT

Cybersecurity & Cryptography Workshop

KS2–KS3 (ages 7–14) · laptops, cipher safes/lockboxes, hands-on cipher activities

Hyett Education Ltd · Date of assessment: 29/05/2026 · Next review: May 2027 · Assessor: Antony Hyett (CEO)

Risk	Control / Action Taken	Risk Level	Timing of Action
Trip hazard / Available space	<ul style="list-style-type: none"> – Young people to be grouped onto specific tables / into specific areas of the teaching space when working. – Young people to be discouraged from moving around the room unnecessarily. – Hyett Education session leader to ensure that any extension leads and charging cables are covered, secured and/or beyond the pupils' activity area. 	Low	On the day of the event
Fire safety / evacuation	<ul style="list-style-type: none"> – Equipment, cases and cables to be positioned so that exits, walkways and fire points (extinguishers and alarm call points) remain clear at all times. – Hyett Education session leader to make themselves aware of the venue's evacuation procedure and nearest assembly point on arrival. 	Low	On the day of the event
Use of laptops / iPads	<ul style="list-style-type: none"> – Clear demonstration of key apps and digital encryption tools to be provided by the session leader. – Instructions on cipher challenges to be provided on paper and/or digitally on the devices. – If appropriate, devices will be locked into 'Guided Access' mode, and wifi access gated or filtered so it is not accessible to students. 	Low	On the day of the event
Use of cipher safes / lockboxes	<ul style="list-style-type: none"> – Cipher safes to be placed securely on tables, away from edges. – Young people shown the correct way to open and close lids and operate combination locks to avoid trapping or pinching fingers. – Heavier lockboxes to be handled by the session leader. 	Low	On the day of the event
Liquids	<ul style="list-style-type: none"> – Young people to be asked to place any water bottles well away from equipment for the workshop. 	Low	On the day of the event
Manual handling of equipment	<ul style="list-style-type: none"> – Instructors are provided with HSE guidance on manual handling and are encouraged to ask for any support or further clarification. – Instructors should park as close to the venue as possible, even if temporarily, for loading/unloading of equipment. – Use of trolleys or other aids for heavy/large items, using step-free routes where possible. – Break down large loads into smaller, manageable parts where possible. – Two-person lift for particularly heavy or awkward items such as safes. 	Low	On the day of the event

	Name	Position	Signature	Date
Risk Assessor	Antony Hyett	CEO		29/05/2026