

WORKSHOP RISK ASSESSMENT

Stop-Motion Animation Workshop

KS1/KS2 (ages 5–11) · tablets (Stop Motion Studio) & LEGO sets

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"> – Children to be grouped onto specific tables / into specific areas of the teaching space when working. – Children to be discouraged from moving around the room unnecessarily. – Hyett Education session leader to ensure that any tablet charging cables are covered, secured and/or beyond the children's 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
Choking hazard (LEGO)	<ul style="list-style-type: none"> – Children to be reminded never to use their mouths to separate components. – Children to be encouraged to ask for help from the session leader or other appropriate adults when separating LEGO, minifigures and any other small components that may be difficult. 	Low	On the day of the event
Use of iPads / tablets	<ul style="list-style-type: none"> – Clear demonstration of the Stop Motion Studio app to be provided by the session leader. – Instructions on storyboarding and filming to be provided on paper and/or digitally on the tablets. – Tablets to be placed securely on desks/stable surfaces, away from edges, so they cannot fall. – If appropriate, tablets will be locked into 'Guided Access' mode, limiting children from accessing other apps. 	Low	On the day of the event
Liquids	<ul style="list-style-type: none"> – Children to be asked to place any water bottles well away from equipment, particularly tablets, 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. 	Low	On the day of the event

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