

Creative Education UK – School Shows - Risk Assessment

Area: General

Date(s): 2019-20

Severity (S) R	Likelihood (L)	Risk Factor (R)	S x L=
1 Negligible - all in a day's work	1 Improbable	<4 Risk may need to be controlled	LOW
2 Minor - minor injury with short term effect	2 Remote - unlikely	4-6 Risk must be controlled	MEDIUM
3 Severe - major injury/disability (reportable)	3 Possible - may or could well occur	7-9 Hazard must be controlled	HIGH
4 Extreme - fatal	4 Probable - expected to occur, several times	>9 Hazard must be avoided	VERY HIGH

Persons at risk	Risk	S	L	R	Control Measures
School pupils School staff Performer	Movement of staging and equipment to/from show area.	2	3	5 MED	<p>Performer to delay movement of equipment/staging if access is obstructed.</p> <p>All reasonable care to be taken when moving equipment.</p> <p>School to ensure a sufficient and safe performance space available for Performer.</p> <p>School to ensure performance area is clear for staging and equipment movement.</p> <p>School to ensure safe and adequate access to performance area. Parking space to be provided as close to performance area entrance as possible.</p>

School pupils Performer	Prop malfunction – prop used incorrectly causing injury.	2	3	5 MED	<p>Performer supervision at all times.</p> <p>Performer to give clear instructions on how to use props appropriately.</p> <p>Ensuring props are safe for use.</p>
School pupils School staff Performer	Staging falling on performance participants if audience members were to 'invade' stage space.	2	2	4 LOW	<p>Pupils to be made aware of audience boundary by School – Performer to mark out stage space. No pupil or staff member to cross marked boundary without Performer's request.</p> <p>School's staff to supervise at all times in case of over excited audience and to ensure Performer is not left to deal with any audience behavioural issues.</p> <p>Performance may be stopped if audience deemed unmanageable by Performer due to insufficient School supervision.</p>
School pupils Performer	Participants sometimes required to run/move quickly around the show space; potential for injury if they fall over.	2	3	5 MED	<p>Performer to ensure staging is well placed so as not to become trip hazard.</p> <p>School to ensure performance area is suitable, safe and free of obstruction prior to performance set up.</p>
School pupils School staff	Wiring used for electrical equipment in performances could be tripped on	2	3	5 MED	<p>School to ensure wiring is adequately taped down of any electrical equipment provided by School.</p>

Performer					<p>Performer to ensure wiring is taped down and/or in a marked off area regards electrical equipment provided by Performer.</p> <p>School to ensure access to power source as required for performance space is accessible and safe.</p>
School pupils School staff Performer	Audience control – potential for incident if not enough School staff members are present when performance is in progress.	2	3	5 MED	<p>School to ensure adequate adult supervision to manage audience as required before, after and whilst performance is in progress. School to provide appropriate disciplined response should an incident arise.</p> <p>Performer to provide appropriate response should a problem arise, halting show temporarily or stopping the whole performance if Performer deems necessary.</p>
School pupils School staff	<p>Use of special effects – Smoke machine / Strobe Lighting (only used in WWI and WWII shows).</p> <p>Visibility may be incurred by use of smoke machine increasing risk of trips/falls.</p> <p>Photosensitive epileptic fits from the use of strobe effect lighting.</p> <p>Coughing from use of smoke machine – all</p>	2	2	7 HIGH	<p>Performer to notify School in advance and on show date of intention to use special effects during show and duration.</p> <p>School to notify Performer if use is prohibited for any reason prior to show.</p> <p>School to remove any staff member or pupil with epilepsy during strobe part of show.</p>

	chemicals used are approved and non-toxic.				School to move any staff member or pupil with any respiratory complaint (cough, sore throat etc) that may be temporarily aggravated by coughing due to smoke machine use to back of audience or from room should it be deemed necessary for the part of the show.
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