

Title	Risk Assessment: Education Activity in RST	Reference/ Version	Draft
Department	RSC Education	Date of Assessment	11 January 2018
Location	Royal Shakespeare Theatre	Next Assessment Due	11 January 2019
Assessor Name	Fiona Ingram (Head of Education Programmes), Robin Belfield (Young People's Performance Developer), Sophie Hobson (Education Programme Developer) and Conor Gray (Education Coordinator)		

YOUNG PEOPLE IN THE ROYAL SHAKESPEARE THEATRE (RST) AUDITORIUM

Hazard	Injury	Who at Risk	Existing Control Measures	Risk Score			Further Control Measures Needed	Action	
				Severity	Likelihood	Risk Rating (S x L)		By Whom	Due Date
Access to fixed lighting and sound equipment in Circle Row A	Bumps, bruises, electrocution	RSC Staff Practitioners Artists Public	Safety briefing FOH vigilance Students to be supervised at all times Equipment PAT tested and fixed securely in place	5	1	5			
Access to electrical equipment in machine room	Bumps, bruises, electrocution	RSC Staff Practitioners Artists Public	Cupboards to be locked and curtain closed whenever possible FOH vigilance Students to be supervised at all times	5	1	5			

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Access to Sound Desk	Bumps, bruises, electrocution	RSC Staff Practitioners Artists Public	Door to be closed Safety briefing FOH vigilance Students to be supervised at all times	5	1	5			
Plug sockets	Burns, electrocution, fatality	RSC Staff Practitioners Artists Public	Safety briefing Students to be supervised at all times	5	1	5			
Access to prop stores	Bumps, bruises, cuts	RSC Staff Practitioners Artists Public	Curtains to be fully closed Safety briefing Students to be supervised at all times	2	2	4			
Slips/ trips – use of auditorium steps	Bumps, bruises, twisted ligaments	RSC Staff Practitioners Artists Public	RSC Staff to be positioned at top and base of stairs Safety briefing Staircase lights to be on during show mode Support bar / handrail in place Steps marked with appropriate contrasting edges and nosing in place	2	2	4			

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Access on the stage	Bumps, bruises, twisted ligaments	RSC Staff Practitioners Artists Public	Staff to conduct a dynamic risk assessment of the flooring and set and practitioners and artists to be briefed Safety briefing RSC staff to be positioned on VOMS or at access points Students to be supervised at all times	2	2	4			
Falling off the stage	Bumps, Bruises, Broken bones	RSC Staff Practitioners Artists Public	Safety briefing Onstage orientation for students to make them aware of safe working areas Students to be supervised at all times	4	2	8			
Gaining access to BOH areas	Security risk, cuts, sprains, strains, bruises, other injuries from tech equipment	RSC Staff Practitioners Artists Public	To be avoided where possible Safety briefing Students to be supervised at all times FOH vigilance Curtains or screens in place wherever possible RSC Staff to ensure no technical or construction work is taking place in the area	4	1	4			

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Falls from height	Cuts, bruises, broken bones, crush injury, fatality	RSC Staff Practitioners Artists Public	Barriers at the front of upper levels Gates to prevent access to the musician's galleries Safety briefing Students to be supervised at all times FOH vigilance						
Fire	Burns, fatality, bumps, bruises, broken limbs, twisted ligaments, smoke inhalation	RSC Staff Practitioners Artists Public	FOH fully trained in evacuation procedures Regular checks of fire doors and emergency lighting by FOH and Maintenance Safety briefing Firefighting systems and alarms around the building regularly checked by Fire Officers Separate Risk Assessments for fire held by RSC Estates and Audience Care Departments	5	1	5			
Heavy auditorium doors	Strain, sprain	RSC Staff Practitioners Artists Public	Good housekeeping – faults with doors reported to maintenance team immediately Staff to assist patrons if they are struggling to open doors	2	2	4			

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<p>Faulty or unstable seating</p>	<p>Cuts, scratches, bruises</p>	<p>Public</p>	<p>Seating checked by FOH before the house is opened to the public to ensure it is safe</p> <p>Onsite maintenance team to rectify any issues as and when they occur</p>	<p>3</p>	<p>1</p>	<p>3</p>			
<p>Slips, trips and falls in FOH areas</p>	<p>Strains, sprains, cuts, broken bones, bruises</p>	<p>RSC Staff Practitioners Artists Public</p>	<p>Good housekeeping – auditorium cleaned daily by cleaning team and any issues reported to Estates.</p> <p>Any trailing wires and/or cables are securely fixed and highlighted before the house is opened to the public</p> <p>Checks completed by FOH so that seats and aisles are clear of obstructions and hazards</p>	<p>3</p>	<p>2</p>	<p>6</p>			

Severity		Likelihood		Risk	
Severity = Level of potential harm		Likelihood = Chance of harm		Severity x Likelihood = Risk	
1	No action, delay only	1	Very Unlikely	1 - 6	Acceptable
2	Minor injury - 1 st aid only, minor damage	2	Unlikely	8 - 10	Tolerable if strictly monitored, but try to improve
3	Injury, illness – time off work, damage	3	Fairly Likely	12 - 25	Unacceptable, further controls are mandatory
4	Major injury, disabling illness, major damage	4	Likely		
5	Fatality	5	Very Likely - Imminent		

		Severity				
		1 Delay Only	2 Minor Injury	3 Injury or Illness	4 Major Injury	5 Fatality
Likelihood	1 Very Unlikely	1	2	3	4	5
	2 Unlikely	2	4	6	8	10
	3 Fairly Likely	3	6	9	12	15
	4 Likely	4	8	12	16	20
	5 Very Likely	5	10	15	20	25