

Title	Risk Assessment: Education Activity in RST	Reference/ Version	Draft
Department	RSC Education	Date of Assessment	10 February 2020
Location	Royal Shakespeare Theatre	Next Assessment Due	10 February 2021
Assessor Name	Bea Beard (Education Coordinator), Lucy Rossiter (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, laceration, trapped fingers	RSC Staff Practitioners Artists Public	FOH and staff vigilance Teachers to supervise students at all times Equipment PAT tested and fixed securely in place Ensure all equipment is turned off for on stage events	5	1	5			
Access to storerooms, some of which include electrical equipment and cleaning products	Bumps, bruises, cuts, electrocution, fatality	RSC Staff Practitioners Artists Public	Cupboards to be locked and curtain closed whenever possible FOH and staff vigilance Teachers to supervise students at all times Equipment PAT tested and fixed securely in place	5	1	5	Need to ensure that all cupboards/storerooms around the drum on all levels are locked	Estates	17/02

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Access to Sound Desk	Bumps, bruises, electrocution	RSC Staff Practitioners Artists Public	Door to be closed FOH and staff vigilance Teachers to supervise students at all times Equipment PAT tested and fixed securely in place	5	1	5		
Plug sockets	Burns, electrocution, fatality	RSC Staff Practitioners Artists Public	Teachers to supervise students at all times FOH and staff vigilance	5	1	5		
Access to prop stores and dressing areas in the Stalls	Bumps, bruises, cuts	RSC Staff Practitioners Artists Public	Curtains to be fully closed Teachers to supervise students at all times FOH and staff vigilance	2	2	4		
Slips/ trips – use of auditorium steps	Bumps, bruises, twisting, breakages, fracture.	RSC Staff Practitioners Artists Public	Support bar / handrail in place where possible (until E row in the Stalls) Steps marked with appropriate contrasting edges and nosing in place Teachers to supervise students at all times FOH and staff vigilance	4	2	8		

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Access on the stage	Bumps, bruises, twisted ligaments, breaks and fractures	RSC Staff Practitioners Artists Public	Staff to conduct a dynamic risk assessment of the flooring and set and practitioners and artists to be briefed. Students should only access the stage via steps and on invitation only. Safety briefing Appropriate lighting RSC staff to be positioned at access points to the stage Teachers to supervise students at all times FOH and staff vigilance	4	2	8			
Falling off the stage	Bumps, Bruises, Broken bones, head injury, fatality.	RSC Staff Practitioners Artists Public	Safety briefing Onstage orientation for students to make them aware of safe working areas – practitioner to designate areas of the stage to be used Appropriate lighting Teachers to supervise students at all times FOH and staff vigilance	5	1	5			

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<p>Gaining access to BOH areas</p>	<p>Security risk, cuts, sprains, strains, bruises, other injuries from tech equipment, head injury, burns, electrocution, lacerations.</p>	<p>RSC Staff Practitioners Artists Public</p>	<p>To be avoided where possible</p> <p>Safety briefing</p> <p>Teachers to supervise students at all times</p> <p>FOH and all staff vigilance</p> <p>Curtains or screens in place wherever possible</p> <p>RSC Staff to ensure no technical or construction work is taking place in the area</p> <p>BOH staff to be aware of young people using the stage</p>	<p>5</p>	<p>1</p>	<p>5</p>			
<p>Falls from height</p>	<p>Cuts, bruises, broken bones, crush injury, fatality, head injury, electrocution.</p>	<p>RSC Staff Practitioners Artists Public</p>	<p>Barriers at the front of the upper levels</p> <p>Gates or barriers to prevent access to the musician's galleries</p> <p>Teachers to supervise students at all times</p> <p>FOH and staff vigilance</p> <p>Separate Risk Assessments for fire held by RSC Estates and Audience Care Departments</p>	<p>5</p>	<p>1</p>	<p>5</p>			

Risk Assessment

Items falling from height	Bumps, bruises, cuts, head injury, fatality.	RSC Staff Practitioners Artists Public	Barriers at the front of the upper levels with additional caging parallel to the floor to catch falling items Teachers to supervise students at all times FOH and staff vigilance Separate Risk Assessments for fire held by RSC Estates and Audience Care Departments	5	1	5			
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 Fire Officers, Security, FOH and Maintenance 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 in opening doors Teachers to supervise students at all times FOH and staff vigilance	2	1	2			

Risk Assessment

<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>Separate Risk Assessments for fire held by RSC Estates and Audience Care Departments</p>	<p>3</p>	<p>2</p>	<p>6</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 regularly 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>Teachers to supervise students at all times</p> <p>FOH and staff vigilance</p> <p>Separate Risk Assessments for fire held by RSC Estates and Audience Care Departments</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