

Title	Risk Assessment: Education Activity Swan Theatre	Reference/ Version	
Department	RSC Education	Date of Assessment	10 February 2020
Location	Swan Theatre	Next Assessment Due	10 February 2021
Assessor Name	Bea Beard and Lucy Rossiter	Job Title	Education Coordinators

YOUNG PEOPLE IN THE SWAN 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
Stairs on the entrance to the theatre	Falls resulting in bumps, bruises, twisted ligaments	RSC Staff Practitioners Artists Public	Stairways roped off when not in use/inaccessible FOH and staff vigilance Students to be supervised by teachers at all times Appropriate lighting	2	2	4			
Access to fixed lighting equipment under Ground and Gallery 1 awning	Cuts, bumps, bruises, electrocution	RSC Staff Practitioners Artists Public	Students to be supervised by teachers at all times PAT testing and equipment securely fastened FOH and staff vigilance	4	1	4			

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
Plugs and cabling on stairway from Ground to Gallery 1	Burns, electrocution, fatality, trips, strangulation	RSC Staff Practitioners Artists Public	Stairways roped off where possible Students to be supervised by teachers at all times PAT testing and equipment securely fastened FOH and staff vigilance	5	1	5			
Plug sockets	Burns, electrocution, fatality	RSC Staff Practitioners Artists Public	Students to be supervised by teachers at all times FOH and staff vigilance	5	1	5			
On stage access	Bumps, bruises, broken limbs, twisted ligaments, head injury, back injury	RSC Staff Practitioners Artists Public	Thorough technical and dress rehearsals Safety briefing Existing risk assessment for SM and project specific risk assessments FOH and staff vigilance Appropriate lighting	3	2	6			

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 backstage	Bumps, bruises, broken limbs, twisted ligaments, head injury, back injury	RSC Staff Practitioners Artists Public	Safety briefing Access limited Students to be supervised by teachers at all times Clear walkways Appropriate lighting	3	2	6			
Falling off stage	Bumps, bruises, broken limbs, twisted ligaments, back injury, head injury	RSC Staff Practitioners Artists Public	Practitioner to clearly define accessible areas prior to activity Full safety briefing for access to the stage and familiarisation session for all young people Students to be supervised by teachers at all times FOH and staff vigilance Appropriate lighting	3	2	6			

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
Internal stairs	Slips/trips or falls resulting in bumps, bruises, twisted ligaments	RSC Staff Practitioners Artists Public	Inaccessible stairways roped off where possible FOH and staff vigilance Students to be supervised by teachers at all times Appropriate lighting	2	2	4			
Gap in floor between the wall and the floor around the periphery of Gallery 1	Slips/trips/trapped foot resulting in bumps, bruises, broken limbs, twisted ligaments	RSC Staff Practitioners Artists Public	Students to be supervised by teachers at all times Appropriate lighting FOH and staff vigilance	3	2	6			
Cupboard doors at back of Ground	Trapped fingers	RSC Staff Practitioners Artists Public	Students to be supervised by teachers at all times Appropriate lighting FOH and staff vigilance	1	1	2			

Hazard	Injury	Who at Risk	Existing Control Measures	Risk Score			Further Control Measures Needed	Action	
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Falling off chairs with no arms	Bumps, bruises, broken limbs, twisted ligaments, head injury, back injury	Public	Students to be supervised at all times FOH and staff vigilance	3	2	6			
Gaining access to BOH areas/musician areas	Security risk, cuts, sprains, strains, bruises, other injuries from tech equipment, head injury, burns, electrocution, lacerations.	RSC Staff Practitioners Artists Public	To be avoided where possible Students to be supervised by teachers at all times FOH and all staff vigilance Curtains/screens/rops in place wherever possible RSC Staff to ensure no technical or construction work is taking place in the area BOH staff to be aware of young people using the stage	5	1	5			

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
Falls from height	Cuts, bruises, broken bones, crush injury, fatality, head injury, electrocution.	RSC Staff Practitioners Artists Public	Barriers at the front of upper levels Students to be supervised 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 and Security 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			

Hazard	Injury	Who at Risk	Existing Control Measures	Risk Score			Further Control Measures Needed	Action	
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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 FOH and staff vigilance	2	1	2			
Faulty or unstable seating	Cuts, scratches, bruises	Public	Seating checked by FOH before the house is opened to the public to ensure it is safe Onsite maintenance team to rectify any issues as and when they occur Separate Risk Assessments for fire held by RSC Estates and Audience Care Departments	3	2	6			
Ladders	Bumps, bruises, head injury, back injury	Public	Students asked to refrain from using ladders Students to be supervised by teachers at all times. FOH and staff vigilance	3	2	6			

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
Items falling from height	Bumps, bruises, cuts, head injury, fatality	RSC Staff Practitioners Artists Public	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			

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