

THE GRAND
THEATRE | BLACKPOOL

Schools Risk Assessment

BLACKPOOL GRAND THEATRE RISK ASSESSMENT	TITLE Education: Generic – Schools Visits			REF NO. FOH 006		
Hazard & Effect	Risk to Whom (Staff, Participants)	Severity rating x Likelihood = primary risk based on no controls			Control risk by	Residual risk
Fire or Serious Fire Injury, Serious Injury, Death or Multiple Deaths	Staff Participants	10	4	40	<ul style="list-style-type: none"> • Ensure staff are trained in fire evacuation procedures. • Ensure staff inform participants of fire evacuation procedure prior to commencing any activity. • Ensure staff verbally direct the evacuation procedure in the event of a fire and/or fire alarm. 	8
Slips, Trips, Falls around the venue(s) Injury, Serious Injury	Staff Participants	6	4	24	<ul style="list-style-type: none"> • Maintain adequate lighting at all times. • Ensure that working areas and access routes are clearly marked and that hazards are visible. • Ensure staff inform participants of hazards and restricted areas. • Ensure that all workshops are appropriate for the participants and the venue. 	8

					<ul style="list-style-type: none"> • Ensure that any materials used are kept within controlled areas. 	
First Aid <i>Injury, Serious Injury, Death</i>	Staff Participants	8	4	32	<ul style="list-style-type: none"> • Ensure staff are fully aware of staff members in the building who are fully trained and qualified in first aid at work. • Ensure staff are able to contact qualified staff directly • Ensure staff log all incidents in the Incident Book at Stage Door. 	4
Child Protection Risk	Staff Participants	2	4	8	<ul style="list-style-type: none"> • Ensure all staff and freelance practitioners are familiar with the policies and procedures of the Blackpool Grand Theatre's Child Protection Policy. • Ensure all staff and freelance practitioners who will come into contact with young people and vulnerable adults are CRB checked. • In the event of disclosure of personal information regarding abuse or neglect ensure staff adhere to the Child Protection Policy's guidelines on 'Staff Code of Conduct and Responding to Allegations of Abuse'. • In the event of documenting the activities ensure staff adhere to the Child Protection 	4

					<p>Policy's guidelines on 'Use of Photography and Video Material and Text'.</p> <ul style="list-style-type: none"> • Ensure that male and female toilet facilities are available and that staff verbally inform participants of their location. 	
Supervision & Loco Parentis	Staff Participants	2	4	8	<ul style="list-style-type: none"> • Ensure that children and young people are supervised at all times whilst in the venues. • Ensure that children and young people are accompanied by a chaperone if they need to leave the venue(s) at any time. • Ensure the children and young people have a completed consent form if they wish to leave the venue(s) unaccompanied. • Ensure staff inform group leaders of the recommended supervision ratio: <i>1 adult per 6 participants aged 5-7 (Year 1-3)</i> <i>1 adult per 10 participants aged 7-11 (Year 4-6)</i> <i>1 adult per 15 participants aged 12-18 (Year 7+)</i> • Ensure the group capacity does not exceed 35 during a tour of the building and/or a practical workshop. 	4

					<ul style="list-style-type: none"> • Ensure all staff and/or group leaders conduct a head count and register on entering and leaving the venue(s) • Ensure staff explain a code of behaviour to all participants prior to any activity commencing. 	
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(Employers) Liability Insurance Details:

Provider. **Hiscox Insurance**

Policy No. **HU PI6 8040048**

Exp. **29 October, 2020**

£10,000,000

(Public/ Products) Liability Insurance Details:

Provider. **Hiscox Insurance**

Policy No. **HU PI6 8040048**

Exp. **29 October, 2020**

£10,000,000

RISK ASSESSMENT MATRIX

		SEVERITY			
		ACCEPTABLE LITTLE TO NO EFFECT ON EVENT	TOLERABLE EFFECTS ARE FELT, BUT NOT CRITICAL TO OUTCOME	UNDESIRABLE SERIOUS IMPACT TO THE COURSE OF ACTION AND OUTCOME	INTOLERABLE COULD RESULT IN DISASTER
LIKELIHOOD	IMPROBABLE RISK IS UNLIKELY TO OCCUR	LOW 0 – ACCEPTABLE OK TO PROCEED - 1 -	MEDIUM 1 – ALARP (as low as reasonably practicable) TAKE MITIGATION EFFORTS - 4 -	MEDIUM 2 – GENERALLY UNACCEPTABLE SEEK SUPPORT - 6 -	HIGH 3 – INTOLERABLE PLACE EVENT ON HOLD - 10 -
	POSSIBLE RISK WILL LIKELY OCCUR	LOW - 2 -	MEDIUM - 5 -	HIGH - 8 -	EXTREME - 11 -
	PROBABLE RISK WILL OCCUR	MEDIUM - 3 -	HIGH - 7 -	HIGH - 9 -	EXTREME - 12 -