Risk Assessments Control/Method Statement

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| **HAZARD** | **POTENTIAL HARM** | **L** | **S** | **RR** | **RECOMMENDED ACTION** | **L** | **S** | **RR** |
| GENERAL |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
| Vehicle reversing loading | Crew, hit by vehicle | 2 | 5 | 10 | Always have a competent person seeing vehicle | 1 | 5 | 5 |
| area |  |  |  |  | into and away from loading bay; |  |  |  |
| Darkness on build/exit |  |  |  |  | Crew in area should wear hi-viz vests; |  |  |  |
|  |  |  |  |  | Be especially aware of people who are not involved |  |  |  |
|  |  |  |  |  | in the operation. |  |  |  |
|  |  |  |  |  | Ensure orders and directions are clear and concise |  |  |  |
|  |  |  |  |  |  |  |  |  |
| Entry points uneven ground | Public, everyone | 2 | 2 | 4 | level hardstanding and well maintained car park | 1 | 2 | 2 |
|  |  |  |  |  |  |  |  |  |
| Darkness on build/exit | Collision, trips, falls | 2 | 2 | 8 | Well lit Car park and stewards | 1 | 2 | 2 |
|  | Crew |  |  |  |  |  |  |  |
| Vehicle Movement on site | Collision | 1 | 3 | 3 | No vehicle movement on site during event | 1 | 2 | 2 |
|  |  |  |  |  |  |  |  |  |
| Vehicles moving on and off | Collision | 2 | 4 | 8 | Road Closures in place, supervised access only | 1 | 2 | 2 |
| event site |  |  |  |  | No vehicle movement allowed pre and post event | |  |  |
|  |  |  |  |  | until all pedestrians cleared. |  |  |  |
|  |  |  |  |  |  |  |  |  |
| Opening Van Doors | Crew, falling objects | 3 | 4 | 12 | Ideally let the driver open the back doors or those | |  |  |
|  |  |  |  |  | who loaded the vehicle: | 1 | 4 | 4 |
|  |  |  |  |  | Be aware kit may have moved during transport and |  |  |  |
|  |  |  |  |  | may fall when doors opened; |  |  |  |
|  |  |  |  |  | Open the doors one at a time and slowly with only |  |  |  |
|  |  |  |  |  | one person in the exclusion zone; |  |  |  |
|  |  |  |  |  | Be prepared to move wuickly back should an item |  |  |  |
|  |  |  |  |  | fall; |  |  |  |
|  |  |  |  |  | If something should fall, do not try to stop it. |  |  |  |
|  |  |  |  |  |  |  |  |  |
| Vehicle Ramp | Crew slips, trips, falls | 2 | 3 | 6 | Make sure the ramp is secure on the back of the | 1 | 3 | 3 |
|  |  |  |  |  | vehicle, on a level surface and keep an eye on it |  |  |  |
|  |  |  |  |  | throughout the unloading/loading time. |  |  |  |
|  |  |  |  |  |  |  |  |  |

Risk Assessments Control/Method Statement

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| **HAZARD** | **POTENTIAL HARM** | **L** | **S** | **RR** | **RECOMMENDED ACTION** | **L** | **S** | **RR** |
|  |  |  |  |  |  |  |  |  |
| Lighting and Surface | Crew slips, trips, falls | 3 | 3 | 9 | Ensure adequate lighting in the vehicle and the | 1 | 3 | 3 |
|  |  |  |  |  | surrounding area; if raining/snowing be aware that |  |  |  |
|  |  |  |  |  | surfaces and ramp may be slippery. |  |  |  |
|  |  |  |  |  |  |  |  |  |
| Manual Handling |  |  |  |  |  |  |  |  |
| Manual Handling | Crew | 3 | 3 | 9 | Always lift with a straight back using your legs: | 1 | 3 | 3 |
|  | Damage to back; |  |  |  | Adopt team lifting when carrying or moving heavy |  |  |  |
|  | Strain, dropping |  |  |  | or awkward objects; |  |  |  |
|  | equipment. |  |  |  | Discourage macho crew mentality |  |  |  |
|  |  |  |  |  |  |  |  |  |
| Manual Handling | Crew, crushing toes | 3 | 3 | 9 | Wear suitable and sufficient footwear | 1 | 2 | 2 |
|  |  |  |  |  |  |  |  |  |
| Manual Handling | Crew, cuts, abrasions | 3 | 3 | 9 | Wear suitable PPE including gloves if necessary | 1 | 2 | 2 |
|  |  |  |  |  |  |  |  |  |
| Manual Handling | Crew hitting other | 2 | 3 | 5 | Ensure team lifting when carrying and moving | 1 | 2 | 2 |
|  | people, walking into |  |  |  | large or un-weildly objects, even if they are not |  |  |  |
|  | objects |  |  |  | heavy: A competent person should be appointed to |  |  |  |
|  |  |  |  |  | oversee all loading and unloading procedures. |  |  |  |
|  |  |  |  |  |  |  |  |  |
| Work at Height | Crew, falls | 3 | 4 | 12 | Although little known, working on vans and trucks | 1 | 4 | 4 |
|  |  |  |  |  | falls under work at height regulations; |  |  |  |
|  |  |  |  |  | Care should be taken whilst load and unloading. |  |  |  |
|  |  |  |  |  |  |  |  |  |
| Carrying items | Crew, sprains, MSD's | 4 | 5 | 20 | Use flightcases with wheels as a trolley for non- | 1 | 5 | 5 |
|  | Fatigue |  |  |  | wheeled items; |  |  |  |
|  |  |  |  |  | Do not carry items that will impede your view; |  |  |  |
|  |  |  |  |  | Avoid carrying items over long distances; |  |  |  |
|  |  |  |  |  | Make sure your route is clear of trip & slip hazards; |  |  |  |
|  |  |  |  |  | Be aware the contents of the case will be expensive |  |  |  |
|  |  |  |  |  | and treat with care. When carrying truss, do not |  |  |  |
|  |  |  |  |  | balance it on your neck. |  |  |  |
|  |  |  |  |  |  |  |  |  |

Risk Assessments Control/Method Statement

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| **HAZARD** | **POTENTIAL HARM** | **L** | **S** | **RR** | **RECOMMENDED ACTION** | **L** | **S** | **RR** |
|  |  |  |  |  |  |  |  |  |
| Pushing or pulling wheeled | Crew, Sprains, MSD's, | 3 | 4 | 12 | Where possible always push flightcases, pushing | 1 | 4 | 4 |
| flightcases | Fatigue, crushed |  |  |  | uses less energy than pulling: |  |  |  |
|  | fingers |  |  |  | Use handles where appropriate, place hands on |  |  |  |
|  |  |  |  |  | rear edge of cases and not side edges. |  |  |  |
|  |  |  |  |  | Do not overload flightcases with other items that |  |  |  |
|  |  |  |  |  | impede vision. |  |  |  |
|  |  |  |  |  | Use two or more people when manoeuvering heavy |  |  |  |
|  |  |  |  |  | flightcases down ramps. Only push one case at a |  |  |  |
|  |  |  |  |  | time, it is easier to control, ensure route clear. |  |  |  |
|  |  |  |  |  | Reduce speed when turning corners. |  |  |  |
|  |  |  |  |  |  |  |  |  |
| Tipping and un-tipping | Crew, Sprains, MSD's | 4 | 4 | 16 | Remember contents are often fragile and expensive, | 1 | 4 | 4 |
| flightcases. | Fatigue, crushed fingers | |  |  | Adopt team lifting where applicable, |  |  |  |
|  | and feet etc. |  |  |  | When double stacking, use people of approx. the |  |  |  |
|  |  |  |  |  | same height and build. |  |  |  |
|  |  |  |  |  |  |  |  |  |
| General Manual Handling | Crew, MSD, sprains, | 3 | 5 | 15 | follow appropriate systems of work laid down for | 3 | 1 | 3 |
|  | etc |  |  |  | your safety, make proper use of equipment that is |  |  |  |
|  |  |  |  |  | provided for your safety. |  |  |  |
|  |  |  |  |  | Co-operate with your employer on health and |  |  |  |
|  |  |  |  |  | safety matters; inform your employer if you |  |  |  |
|  |  |  |  |  | identify hazardous handling activities. |  |  |  |
|  |  |  |  |  | Take care to ensure your activities do not put others | |  |  |
|  |  |  |  |  | at risk and plan manual handling tasks. |  |  |  |
|  |  |  |  |  |  |  |  |  |
| Manual Handling Tasks | Crew, MSD, sprains | 4 | 5 | 20 | Vary the work, allowing one set of muscles to rest | 4 | 1 | 4 |
|  | etc |  |  |  | while another is used, avoid repetitive handling. |  |  |  |
|  |  |  |  |  | Reduce carrying distances, use wheels or dollies. |  |  |  |
|  |  |  |  |  | Avoid lifting from floor level or above shoulder |  |  |  |
|  |  |  |  |  | height, epecially heavy loads. |  |  |  |
|  |  |  |  |  | Reduce the amount of twisting and stooping. |  |  |  |
|  |  |  |  |  | Improve workplace layout to improve efficiency. |  |  |  |

Risk Assessments Control/Method Statement

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|  |  |  |  |  | Use a lifting aid and push rather than pull. |  |  |  |
|  |  |  |  |  |  |  |  |  |
| Manual Handling Loads | Crew, MSD, sprains | 3 | 5 | 15 | Make the load lighter or less bulky, and make | 3 | 1 | 3 |
|  | etc. |  |  |  | more stable. Make the load easier to grasp. |  |  |  |
|  |  |  |  |  | Make the load less damaging to hold and adopt |  |  |  |
|  |  |  |  |  | team lifting. |  |  |  |
|  |  |  |  |  |  |  |  |  |
| Manual Handling | Crew, MSD sprains | 3 | 4 | 12 | Remove obstructions, avoid steps and steep ramps, | 3 | 1 | 3 |
| Environment | etc. |  |  |  | Prevent extremes of hot and cold, try to dress |  |  |  |
|  |  |  |  |  | accordingly. Wear protective clothing or PPE that is |  |  |  |
|  |  |  |  |  | less restrictive. Ensure sufficient lighting. |  |  |  |
|  |  |  |  |  |  |  |  |  |
| Individual Manual | Crew, MSD, sprains | 2 | 5 | 10 | Pay particular attention if you have a physical | 2 | 1 | 2 |
| Handling | etc. |  |  |  | weakness, take extra care if pregnant & ensure |  |  |  |
|  |  |  |  |  | you have sufficient training. |  |  |  |
|  |  |  |  |  |  |  |  |  |
| Manual Handling Equipment | Crew, MSD, sprains | 3 | 5 | 15 | Use equipment more suitable for the task, dolly, FLT | 3 | 1 | 3 |
|  | etc. |  |  |  | Carry out planned preventative maintenance to |  |  |  |
|  |  |  |  |  | equipment to prevent problems. |  |  |  |
|  |  |  |  |  | Use handles and grips. |  |  |  |
|  |  |  |  |  |  |  |  |  |
| Instruction on Working on | Crew, Falls from | 3 | 5 | 15 | Crew chief should include the extra risks as part of | 1 | 5 | 5 |
| unguarded staging | height |  |  |  | his tool box talk. |  |  |  |
|  |  |  |  |  |  |  |  |  |
| Slips, trips, falls, uneven | Everyone, twisted | 3 | 3 | 9 | Appropriate footwear is expected for time of year | 2 | 3 | 6 |
| surfaces, slippery if wet | ankle, broken bones | |  |  | All specific pathways are hard standing tarmac or | |  |  |
|  |  |  |  |  | concrete road and pedestrian paths designated. |  |  |  |
|  |  |  |  |  | Ability to fence off slippery areas if necessary |  |  |  |
|  |  |  |  |  |  |  |  |  |
| Heavy rain | Public, Crew | 4 | 3 | 12 | Weather checked, all available precautions taken | 4 | 2 | 8 |
|  |  |  |  |  |  |  |  |  |
| High Winds | Structural loss and | 2 | 4 | 8 | Structures exceed all current standards, variable | 2 | 3 | 6 |
|  | possible injury |  |  |  | time of year. Forecasts monitored, anemometers. | |  |  |

Risk Assessments Control/Method Statement

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| **HAZARD** | **POTENTIAL HARM** | **L** | **S** | **RR** | **RECOMMENDED ACTION** | **L** | **S** | **RR** |
| Stage collapse | staff and public | 2 | 5 | 10 | Structure CDM designed and built to conformity | 1 | 5 | 5 |
|  |  |  |  |  | Exceeds recommended standards. Very quick to | |  |  |
|  |  |  |  |  | release sides, back and to lower if required. |  |  |  |
| Structures, stage erection | staff and public | 3 | 5 | 15 | Secure permiter fenceline and secured inner area | 2 | 4 | 8 |
|  | No plant or |  |  |  | to build to keep public out. Supervised build. |  |  |  |
|  | machinery used | |  |  | Competent, experienced contractors. Safe sytems | |  |  |
|  |  |  |  |  |  |  |  |  |
| Lifting injury | Crew, local crew | 3 | 3 | 9 | Manual Handling Regs, correct lifting procedure, PPE | 2 | 3 | 6 |
|  |  |  |  |  |  |  |  |  |
| Truss construction | Crew, local crew | 2 | 5 | 10 | Clear instructions given, correct tools issued. | 1 | 2 | 2 |
|  |  |  |  |  | Manual handling, gloves, training and instruction in |  |  |  |
|  |  |  |  |  | joint connection - no ladders in use. |  |  |  |
|  |  |  |  |  | All truss parts tested and inspected regularly. |  |  |  |
|  |  |  |  |  | Suitable light levels, area secured from public. |  |  |  |
|  |  |  |  |  |  |  |  |  |
| Lifting equipment failure | Crew | 2 | 5 | 10 | Built as per manufacturers guidance. | 1 | 5 | 5 |
| Rigging | Crew | 2 | 4 | 8 | Regular inspection and testing. | 1 | 5 | 5 |
|  |  |  |  |  | Use propriatory equipment, regularly inspected |  |  |  |
|  |  |  |  |  | Skilled and trained personnel only involved. |  |  |  |
|  |  |  |  |  | Certified equipment only used, checked and used. |  |  |  |
|  |  |  |  |  | Use only as to manufacturers guidance. |  |  |  |
|  |  |  |  |  | All secondary safety points installed per point used. |  |  |  |
|  |  |  |  |  | Specific use of PPE Equipment. |  |  |  |
|  |  |  |  |  |  |  |  |  |
| Working at Height | Rigger | 2 | 5 | 10 | All rigging by experienced & qualified rigger | 2 | 4 | 8 |
|  |  |  |  |  | PPE and safeties used at all times |  |  |  |
| Tools falling from overhead | Crew | 2 | 4 | 8 | No loose tools carried | 2 | 3 | 6 |
|  |  |  |  |  |  |  |  |  |
| Fall from Height | Rigging crew | 2 | 5 | 10 | No one working underneath operator | 2 | 3 | 6 |
|  | Potential ground crew |  |  |  | Fall arrest both vertical and horizontal always used. |  |  |  |
|  |  |  |  |  | Safety harness, fall arrest Lanyards used at all |  |  |  |
|  |  |  |  |  | times. Strict operating procedures in place. |  |  |  |
|  |  |  |  |  | Only qualified and experienced crew to rig. |  |  |  |

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|  |  |  |  |  |  |  |  |  |
| Rescue procedure itself | Crew | 2 | 3 | 6 | Cherry Picker - trained personel | 2 | 2 | 4 |
|  |  |  |  |  |  |  |  |  |
| Electricity on site | Crew, electric shock | 2 | 5 | 10 | All equipment regularly tested (PAT), all maintained | 2 | 2 | 4 |
|  |  |  |  |  | Inspected before use and RCD/RCB Protection in |  |  |  |
|  |  |  |  |  | use at all times. No power up until set up finished. |  |  |  |
|  |  |  |  |  | No access by public. All installations checked and |  |  |  |
|  |  |  |  |  | tested by competent person before use. |  |  |  |
|  |  |  |  |  |  |  |  |  |
| Generator Delivery/collection | Crew | N/A |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
| Cables, trip hazard |  | 3 | 3 | 9 | All cables covered by cable ramps where possible. | 2 | 2 | 4 |
|  |  |  |  |  | Good cable management away from people. |  |  |  |
| Public Address system noise | Staff and public | 4 | 3 | 12 | System is capable of generating very high sound | 3 | 2 | 6 |
|  | Separate RA/Method |  |  |  | pressure levels and is limited accordingly for these |  |  |  |
|  | supplied. |  |  |  | types of shows. Engineer to be briefed. |  |  |  |
|  |  |  |  |  |  |  |  |  |
| Noise | Public, staff | 3 | 3 | 9 | Ensure noise protection available during set up | 2 | 2 | 4 |
|  | exposure long time |  |  |  | Noise management system in place, monitored & |  |  |  |
|  | for staff |  |  |  | reduced level during the day. Exposure long term |  |  |  |
|  |  |  |  |  | alleviated by use of defenders for staff. |  |  |  |
|  |  |  |  |  |  |  |  |  |
| Public in work areas | Everyone | 2 | 3 | 6 | Area secured from public during set and de-rig | 1 | 2 | 2 |
|  |  |  |  |  |  |  |  |  |
| Use of hand and portable | Crew, cuts, bruises | 2 | 5 | 10 | All equipment PAT tested and maintained, regular | 1 | 5 | 5 |
| tools | electric shock |  |  |  | inspection, staff suitably trained in use |  |  |  |
|  |  |  |  |  |  |  |  |  |
| Work in unfamiliar locations | Crew | 3 | 2 | 6 | Briefed in site specific emergency procedures, | 1 | 3 | 3 |
|  | Artistes |  |  |  | emergency exits, first aid location briefed, |  |  |  |
|  |  |  |  |  | All staff mobile phones and event handbook |  |  |  |
|  |  |  |  |  |  |  |  |  |
| COSHH | Crew, Artiste | 2 | 3 | 6 | No substances used except in manufacture. | 1 | 2 | 2 |
|  |  |  |  |  |  |  |  |  |

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|  |  |  |  |  |  |  |  |  |
| Fire | Everyone | 2 | 5 | 10 | All drapes fire proofed, good housekeeping | 2 | 2 | 4 |
|  |  |  |  |  | cases stored away from, electricity supplies |  |  |  |
|  |  |  |  |  | Overload and overheat protection installed |  |  |  |
|  |  |  |  |  | equipment. |  |  |  |
|  |  |  |  |  | No source of ignition near cloth, set pieces, no |  |  |  |
|  |  |  |  |  | storage of combustible materials |  |  |  |
| Storage | Crew, Artists | 2 | 3 | 6 | Potential for hazards removed, no storage allowed | 1 | 2 | 2 |
|  |  |  |  |  |  |  |  |  |
| De-rig, load out | Crew | 3 | 3 | 9 | As Load in Ensure entry paths clear, flat, no | 1 | 2 | 2 |
|  |  |  |  |  | obstacles and correct lifting, supervision. |  |  |  |
|  |  |  |  |  |  |  |  |  |
| Public in work areas | Personal Injury | 5 | 3 | 15 | Ensure barriers erected, clearly identified to prevent | 1 | 3 | 3 |
|  |  |  |  |  | public access, |  |  |  |
|  |  |  |  |  | supervise work areas |  |  |  |
|  |  |  |  |  | stop work if public ingress, adequate security |  |  |  |
|  |  |  |  |  |  |  |  |  |
| Fencing & Barriers | N/A |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
| Crowd Barrier | N/A |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
| Electrical Distribution | Electric shock, poss. | 2 | 5 | 10 | All electrical equipment isolated from public, circuit | 1 | 5 | 5 |
|  | resulting equipment |  |  |  | breakers and protection installed. Qualified install | |  |  |
|  | failure, workers, staff | |  |  | Installed to BS7909 temporary installation. |  |  |  |
|  |  |  |  |  |  |  |  |  |
| Noise | Public, staff | 5 | 3 | 15 | Noise management system in place, monitored & | 2 | 3 | 6 |
|  | exposure long time | |  |  | reduced level during the day. Exposure long term | |  |  |
|  | for staff |  |  |  | alleviated by use of defenders for staff. |  |  |  |
|  |  |  |  |  |  |  |  |  |
| Immediate Stage Pit area | Public, crew | 2 | 3 | 6 | Vigilant crew, | 2 | 2 | 4 |
|  |  |  |  |  | report any below to security to deal with |  |  |  |
|  |  | |  |  | Remove any trip hazards, first aid to be nearby |  |  |  |
|  |  |  |  |  |  |  |  |  |

Risk Assessments Control/Method Statement

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| **HAZARD** | **POTENTIAL HARM** | | | **L** | **S** | | **RR** | | **RECOMMENDED ACTION** | **L** | | **S** | **RR** |
|  |  | | |  |  | |  | |  |  | |  |  |
| Distress | Unattended child | | | 2 | 5 | | 10 | | Most children likely with family groups, no underage | 1 | | 2 | 2 |
|  | Youths | | |  |  | |  | | admission, restricted site access, remove from |  | |  |  |
|  |  | | |  |  | |  | | immediate pit area to first aid and local staff |  | |  |  |
|  |  | | |  |  | |  | |  |  | |  |  |
| Bomb Threats | Panic, crush injuries, | | | 2 | 5 | | 10 | | Good public information, predetermined evacuation | 2 | | 2 | 4 |
|  | damage to property, | | |  |  | |  | | routes, robust stewarding policy, muster points |  | |  |  |
|  | disruption to off site | | |  |  | |  | | Ultimate Staff in control of public area - check |  | |  |  |
|  | trafic, disruption to | | |  |  | |  | | backstage and stage area |  | |  |  |
|  | local residents | | |  |  | |  | |  |  | |  |  |
|  |  | | |  |  | |  | |  |  | |  |  |
| Severe weather | slips, trips, fall, | | | 2 | 3 | | 6 | | Adequate provision of hot and cold drinks, cover, | 2 | | 1 | 2 |
|  | poss cold or possible | | |  |  | |  | | road and pathways, tarmac and in good condition. |  | |  |  |
|  | heat, dehyradation, | | |  |  | |  | |  |  | |  |  |
|  | access ways muddy | | |  |  | |  | |  |  | |  |  |
|  |  | | |  |  | |  | |  |  | |  |  |
| Structural Failure | Crew, general public | | | 2 | 5 | | 10 | | Approved experienced contractor, public barriers, | 1 | | 5 | 5 |
|  |  | | |  |  | |  | | restricted access |  | |  |  |
|  |  | | |  |  | |  | |  |  | |  |  |
| Large public disorder | Panic, crush injuries, | | | 2 | 5 | | 10 | | Ultimate staff policy. | 2 | | 3 | 6 |
|  | falling, trips damage | | |  |  | |  | |  |  | |  |  |
|  | to property | | |  |  | |  | |  |  | |  |  |
|  |  | | |  |  | |  | |  |  | |  |  |
| Crowd Surge | Crush injuries, loss of | | | 2 | 4 | | 8 | | Demographic background & current research | 2 | | 2 | 4 |
|  | property | | |  |  | |  | | suggest highly unlikely. |  | |  |  |
|  |  | | |  |  | |  | |  |  | |  |  |
|  |  | | |  |  | |  | |  |  | |  |  |
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| **The Likelyhood Factor of Occurrance (L) are:**  1 = Not Likely  2 = Possible  3 = Quite Possible  4 = Likely  5 = Very Likely | |  | **Severity Factors (S) are:**  1 = Negligible  2 = Slight  3 = Moderate  4 = High  5 = Very High | | |  |  | **Risk Evaluation: Likelyhood x Severity Factor = (L) x (S) 1 to 6 LOW** Reduce Risk wherever possible  **7 to 14 MEDIUM** Only proceed with appropriate management authorisation,  consult with assessment personnel, redefine and reduce risk  **15 to 25 HIGH** Do not proceed. Redefine, Re-Assess and Reduce risk! | | |  |
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**Health and Safety Risk Assessment**

**Backstage Area/ VIP Area:**

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| Identified Hazards | Existing Controls | Further Control Measures | People At Risk | Person Responsible For Control Measures |
| Ensuring the safety & security of backstage area.  Slips, trips, falls or spills.  Fire | No unauthorised persons are allowed access to backstage area without a pass (AAA).  Stewards to be in place at all entry & exit points.  Security fencing in place around VIP & backstage area.  All backstage crew to be made aware of emergency evacuation procedure & emergency exit route.  Thorough check of areas prior to the event.  Ensure suitable lighting available for after dark.  2x stewards on duty in VIP area.  Areas to be assessed by Fire Marshall prior to event. | The names of all pass holders will be logged prior to the event. Stewards to report to an area security officer (SIA).  All areas to have a designated area manager.  Access to backstage only from VIP area.  Radio handsets in use. Stage crew & stewards to be briefed in Fire safety by recognised fire safety officer.  Continuous monitoring throughout the event.  Extinguishers in place, all electrical equipment PAT tested | Stage Crew Artists Security staff Pride officials | Designated Area Managers: |

**Access to and on Stage:Health and Safety Risk Assessment**

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| Identified Hazards | Existing Controls | Further Control Measures | People at Risk | Persons Responsible for Control Measures |
| Slips, Trips, Falls  Fire  High winds & severe weather conditions | Area to be checked thoroughly before the event by stage manager, technical support & safety officer.  First Aid officers to be in close proximity of the stage  No Smoking within the vicinity of the stage.  Appropriate extinguishers in place.  All electrical equipment PAT tested.  Weather forecasts to be monitored | Stage crew to be vigilant & monitor the area for hazards throughout the event.  Stage manager & Technical officer present throughout the event.  Full consultation with Fire safety officer.  Stage manager & Technical Officer have had previous use of fire extinguisher & evacuation procedure training.  All stage crew & stewards to be made aware of emergency evacuation procedure  Stage ballasted to adequate weight.  Anemometer used to measure wind speed | Stage crew Artists  Sound Engineers Lighting Engineer Stage Manager Technical Officer | Designated Area Managers |

**Front of House:**

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| Identified Hazards | Existing Controls | Further Control Measures | People at Risk | Persons Responsible for Control Measures |
| Possibility of high crowd numbers  Crowd trouble  (Rogue element pick pockets, beggars etc)  Safety of FOH sound equipment  Glasses/ Bottles  Lost children | Crowd numbers to be monitored by Safety Officer, SIA & staff.  Stewards in position to monitor crowd.  Police officers present & in contact with camera room. All security staff & designated area managers in radio contact.  Housed within gazebo & surrounded by security fencing. All equipment PAT tested.  NO Glass to be permitted on site.  Plastic glasses to be provided at event bar, licence premises to be notified of event & the need to supply plastics.  Safety point stage left | Increase of the event area to accommodate more visitors adding a dance venue & food court area.  Crowd monitored from view point on stage & first floor window Bar NY. Stewards to ghost walk the crowd at intervals & be aware of possibility of pick pockets & beggars & inform the police of anything untoward.  All cables at high level well out of reach. Experienced qualified engineer in place. Adequate fire fighting equipment to hand.  Stewards to offer plastic replacement to anyone using glass, regular announcements from stage regarding glass & safety.  CRB check staff present & close to first aid position. | Visitors Staff | Safety Officer Designated area manager: |

# Health and Safety Risk Assessment Events

**Health and Safety Risk Assessment**

**Parade:**

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| Identified Hazards | Existing Controls | Further Control Measures | People At Risk | Person Responsible For Control Measures |
| Ensuring the safety & security of participants in the parade and the public | Vehicles will have wheel marshals, public will walk in separated sections  Head of parade will have loud speaker for crowd control  South Yorkshire Police will lead the parade with a vehicle  Pride team will bring up the rear and ensure they stay at the rear of the parade, anyone joining in en route will join before them – making sure they stay at the last person  First aiders will walk the route of the parade | A check of the parade route will be made a week before the event to check on the surface of the pavement and any obstructions. This will also take place on the morning of Pride.  Continuous monitoring throughout the event. | Pride officials  First Aiders  SYP | Designated Area Managers: |