**Risk Assessment Details:** This Risk Assessment details the build and performance element of the **Santa Panto - School Visit**. The venue is to be provided this Risk Assessment ahead of the visit and any concerns raised. Should any of the Risk Assessment require amending during the performance run, the Performers have been educated on how to make a Dynamic Risk Assessment. This should be documented.

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| --- | --- | --- | --- | --- | --- |
| SIGNIFICANT HAZARDS | PEOPLE AT RISK | CONTROL MEASURES | Severity | **Likelihood** | **Risk** |
| **Get in/Set build**  *Slips/Trips/Falls*  *Mishandling of Equipment* | Staff  Pupils  Performers | * All performers are trained in basic manual handling * All performers are trained in how to safely build the set * Before any equipment is moved into the venue, all performers are to be shown the access route and ensure it is clear * Pupils are not to be in performance space whilst set is being moved/built * Performers are to follow the ‘Set build Guide’ to ensure venue is rigged correctly | 1 | 2 | L |
| **Lights**  *Burn due to heat*  *Tripod falling* | Pupils  Performers | * Low heat LED lights to be used * Lights rigged at a height so they cannot be reached by pupils * Tripod to be erected as per manufacturer guidelines * Tripod to be positioned out of reach from Children | 2 | 2 | M |
| **Sound**  *Ear Damage*  *Tripod Falling* | Pupils  Staff  Performers | * Sound to be kept at pre-determined level * Tripod to be erected as per manufacturer guidelines * Tripod to be positioned out of reach from Children | 1 | 1 | L |
| **Wires**  *Trip over wire* | Pupils  Staff  Performers | * Wires kept at a minimum * Any wires to be taped down securely * Wires to not cross doorways or areas where people are likely to walk | 1 | 2 | L |
| **Set**  *Set falls over* | Performers | * Set constructed and designed by professionals * Sufficient stage weighting to balance the set * Set constructed as per the ‘Set build Guide’ * All performers trained in how to build the set * Restricted area from Pupils | 3 | 1 | L |
| **COVID-19**  *Transmission of COVID-19* | Pupils  Performers  Staff | * Performers form a work bubble and Performing Arts Guidelines * When not performing, performers are to wear a face mask/suitable covering * Performers to be 2m from Pupils at all times * Venue to provide their COVID-19 policy * Performers to check in using NHS app * Staff are expected to maintain social distancing from Performers * Staff to ensure pupils adhere to social distancing | 2 | 2 | M |
| **Food Allergy**  *Allergic reaction to sweet* | Pupils | * Alternative to Chocolate Coin (Candy Cane) to be available * Chocolate to be given to staff rather than pupils directly * Staff to advise of any dietary requirements * Performers to provide venue with allergy information ahead of visit | 3 | 1 | L |

**RISK RATING**

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| --- | --- | --- |
| **SEVERITY** | **LIKELIHOOD** | **RISK RATING (SxL)** |
| **1 = Not Serious**  **2 = Average**  **3= Severe** | 1 = Unlikely  2 = Could happen  3 = Likely | **High 7-9**  **Medium 4-6**  **Low 1-3** |

**ASSESSMENT UNDERTAKEN BY: Alex Farrell REVIEW DATE: N/A**