

Risk Assessment for Miracle Theatre Company's Production of: Romeo & Juliet



What is the Hazard?	Who is at Risk?	Risk of harm being caused to the participants			List the measures already in place to reduce risk of harm	Is the risk adequately controlled, yes/no?	If yes , the activity can proceed. If no , then list the additional measures to be implemented to control the risk. (If no additional measures can be implemented then the activity cannot proceed).	Is risk adequately controlled yes/no?
		Low	Medium	High				
<p>Using hand & power tools to place staging/ scenery. Cuts, piercing wounds. Unlikely. Outcome minor injury (likely). Major injury (possible).</p>	Members using equipment	√			<ul style="list-style-type: none"> Supervised by stage manager. Users have received training in using the equipment. Equipment is in good condition and is checked before use. 	Yes	<p>List the measures already in place to reduce risk of harm (continued)</p> <ul style="list-style-type: none"> PPE (gloves, eye goggles available and used when required). <p>(see cuts below)</p>	Yes
<p>Injury from falling scenery</p> <p>Unlikely. Outcome minor injury (likely). Major injury (possible).</p>	Members handling scenery and staff/contractors in the area.	√			<ul style="list-style-type: none"> When scenery has been raised, it is securely fastened immediately and whilst being fastened, is supported by enough people for the weight of the scenery. 	Yes	(see manual handling below)	

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<p>Fire. (unlikely) Serious injury or fatality possible in the event of a fire.</p> <p>Risk from electrical faults, cigarettes and accumulated rubbish:</p> <p>Pyrotechnics</p>	Anyone in venue	√			<ul style="list-style-type: none"> • Fire alarm & detection system in place (i.e. emergency exits, fire alarm & detection system, fire hoses & extinguishers, audio alarm & taped messages or bells / sirens) for indoor venues. • Assembly point and procedures understood by all members of the company on arrival. • All leads across access ways, exits to be taped down and placed where they will not be a trip hazard. • Pyrotechnics to be fired by Stage Manager using LeMaitre firing 	<p>Yes</p> <p>Yes</p>	<ul style="list-style-type: none"> • Event organization & floor plans do not affect the fire alarm/detection system. Access to all emergency exits will be kept clear. No fire call/extinguisher point will be blocked • Any hanging used to dress the venue will not obstruct fire points, emergency exits or any safety signage. • Refer to 'Electrocution' below. • All rubbish to be disposed of immediately in appropriate containers. • All staff and contractors to acquaint themselves with emergency evacuation plan, fire exits and escape routes. • Certified LeMaitre firing desk being used 	<p>Yes</p> <p>Yes</p>

					<p>desk with key, only inserted prior to use of effect. Medium</p> <p>Maroons and gas firing effect being used.</p> <ul style="list-style-type: none"> • Starting pistols decorated as guns being fired three times in the performance. • Propane Gas flame effect, correct valve installed and gas only turned on when in use. Bottle kept at least two meters from source of flame.s 		<p>Weapons to be kept under lock and key when not being used.</p>	
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<p>Manual handling</p> <p>Hazard resulting in minor or serious injury to the back, hands and feet.</p>	<p>Members Staff Contractors</p>	√			<ul style="list-style-type: none"> • Adopt a good handling technique. Remember to bend the Knees / ankles and NOT the back. • Do not bend over. • Ask for assistance if the load is too heavy or awkward. • 	Yes	<ul style="list-style-type: none"> • Reduce the weight load where possible. • Keep the work area tidy. 	Yes

<p>Falling objects</p> <p>Risk of minor, serious & risk to life injury.</p> <p>Hazard from dropped objects, falling personnel and eye contamination.</p>	<p>Members Staff Contractors Artists Public</p>	<p>√</p>			<ul style="list-style-type: none"> ○ All personnel working at height to observe all good practices referred to in 'Falling' below. ○ Only tools directly required for the work in hand to be carried to heights. ○ All tools to be secured by lanyard if safe and practical. ○ No-one who is not directly connected to the work being undertaken to be allowed to cross or remain in the area affected. 	<p>Yes</p>	<ul style="list-style-type: none"> ○ All personnel in the area affected to wear hard hats. ○ Do not look directly upwards at work in progress to avoid eye contamination. <p>Risk from incorrectly secured equipment:</p> <ul style="list-style-type: none"> ○ All equipment to be hung with appropriate clamps, rackets, etc. ○ All equipment to be hung from suitable structures capable of supporting the required loads. ○ All equipment to be secured by secondary "safety bonds". ○ All lifting equipment to comply with all HSE requirements. ○ Refer to lifting equipment method statement. 	<p>Yes</p>
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<p>Falling</p> <p>Risk of serious & risk to life injury.</p>	<p>Members Staff Contractors Artists</p>	<p>√</p>			<p>Risk to staff and contractors:</p> <ul style="list-style-type: none"> ○ All personnel working at height to be fit and able bodied. ○ Work at height to be conducted only in sufficiently short lengths 	<p>Yes</p>	<p>Risk to artists and the public:</p> <ul style="list-style-type: none"> • Refer to lifting equipment method statement. ○ No persons not directly connected or involved with work being carried out at height are to be allowed to cross or remain 	<p>Yes</p>

					<p>of time to prevent fatigue becoming a factor.</p> <ul style="list-style-type: none"> ○ Work at height is only to be carried out on safe and stable structures. ○ Ladders and towers to be operated by competent personnel in accordance with good practice. ○ Refer to HSE Information Sheet Entertainment Sheet 6, "Working at height in the broadcast and entertainment industries" 		in the area below the work.	
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Electrocution Risk of serious & risk to life injury. Risk from burns and falls after shock. Risk of death.	Members Staff Contractors Public	√			<p>Risk from electrical equipment, incorrect use of equipment and use of defective equipment:</p> <ul style="list-style-type: none"> ○ Use equipment in accordance with manufacturer's instruction. ○ Specialist equipment only to be used by 	Yes	<ul style="list-style-type: none"> ○ Do not allow equipment which is rated less than IP44 to come into contact with liquid. ○ Ensure all cables are secured in such a way as to prevent damage. ○ Unplug electrical appliances by the plug, not the lead. ○ Ensure all covers are securely fastened. ○ Ensure appropriate RCD circuit breakers are in use and check their operation using the test button. ○ Report any electrical defect immediately to 	Yes

					<p>experienced, qualified personnel.</p> <ul style="list-style-type: none"> ○ Visually check plugs are securely attached and undamaged. ○ Check that equipment and cables are in good condition. ○ Only use multi-outlet devices which are designed for the purpose for which they are to be used. Do not overload them. ○ Do not operate electrical equipment with wet hands. 		<p>stage manager.</p> <ul style="list-style-type: none"> ○ Clearly label any defective equipment to prevent further use. ○ If competent, repair any defective equipment using suitable tools. ○ Only a competent person may undertake any work on electrical equipment, including changing fuses and plugs. ○ Never overload any electrical equipment. <ul style="list-style-type: none"> ● Refer to lighting equipment temporary installation method statement 	
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Cuts Risk of minor injury or serious injury if tools are involved.	Members Staff Contractors	√			<p>Risk of cuts from broken glass:</p> <ul style="list-style-type: none"> ○ Ensure any broken glass is cleared immediately. ○ Always wear suitable gloves to handle broken glass. ○ Always clear broken glass with suitable equipment (i.e. dust pan, 	Yes	<p>Risk of cuts from sharp tools:</p> <ul style="list-style-type: none"> ○ Use tools safely. ○ Do not use tools on items held in the hand. Always use a bench or other suitable surface ○ Keep sharp tools sharpened. ○ Store tools in suitable containers. <ul style="list-style-type: none"> ● Always return tools to container when not in use. 	Yes

				<p>etc.)</p> <ul style="list-style-type: none">○ Always dispose of broken glass into suitable containers. <p>Risk of cuts from sharp objects:</p> <ul style="list-style-type: none">○ Do not use any equipment with broken casing, etc.○ Repair any damages which may cause cuts using suitable tools if it is safe to do so.			
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<p>Bangs and bumps, medical emergency.</p> <p>Risk of minor and serious injury. Risk of bruises, cuts and fractures.</p>	<p>Members Staff Contractors</p>	<p>√</p>		<p>Low ceilings, low doors, low beams or low structures:</p> <ul style="list-style-type: none"> ○ Identify any low structures, especially on outdoor sites where temporary scaffold structures are used. Mark such hazards with contrasting colored tape. ○ Protect where possible with energy absorbent material. ○ Do not hang lighting at low level in areas which afford public access. <p>Lights hung at low level:</p> <ul style="list-style-type: none"> ○ Where lights are required at low levels (in restricted areas, e.g. stage), ensure they are easily visible, marked with contrasting colored tape if possible, and inform all affected personnel of their position. 	<p>Yes</p>	<p>Working from ladders or towers close to the ceiling (indoor venues):</p> <ul style="list-style-type: none"> ○ When working at height, all staff must be aware of the potential hazard of overhead obstacles. Wear appropriate headgear if applicable. ● Public access should be restricted in all hazardous areas such as the stage and back stage areas. ○ Miracle Theatre Company provides a basic First Aider with access to a first aid kit. ○ In case of emergency an ambulance or paramedic team is expected to arrive within ten minutes of being called. Evacuation by road to hospital expected within ten minutes travel time. ○ The Venue is responsible for providing first aid cover for the public/audience. 	<p>Yes</p>
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Signed: Date: Countersigned: Date:

This risk-assessment becomes out of date after: