

School Risk Assessment Part 1

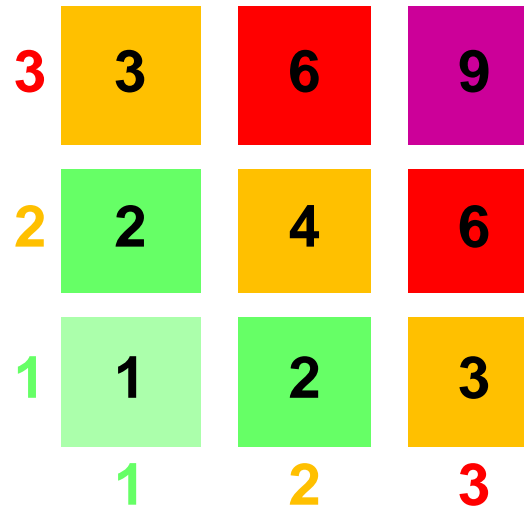
<b>Date:</b>	10 <sup>th</sup> August 2016	<b>Assessor:</b>	James O. Lewis	<b>Review Date:</b>	August 2017
<b>Area/Department:</b>	Educational visits	<b>Description of Tasks</b> <i>(Below)</i>			
<p>Groups of school children visiting a Disney production at the Prince Edward (Aladdin) and Lyceum (Lion King) Theatres.</p> <p>Recommended Age 6+</p>					
<b>Senior Manager Sign Off</b>					
<b>Name</b>	Richard Oriel	<b>Date</b>	12/08/16	<b>Signature</b>	<b>Original Signed</b>
<b>Department Manager Sign Off</b>					
<b>Name</b>	Nancy Shakerly	<b>Date</b>	12/08/16	<b>Signature</b>	<b>Original Signed</b>

**School Risk Assessment Part 2**

Hazard Identified Associated Risks	Persons at Risk	Control Measures	Risk Rating		
			LH	SEV	RR
Failure to follow the venue emergency evacuation procedure	Guests, front of house staff	<ul style="list-style-type: none"> <li>Schoolchildren should be supervised by the school at all times and in the event of an emergency follow the instructions of Venue staff</li> </ul>	1	3	3
Accessing unauthorised areas	Guests, front of house staff	<ul style="list-style-type: none"> <li>Schoolchildren must be supervised by the school at all times and only public areas of the venue must be accessed</li> </ul>	1	2	2
Inappropriate behaviour	Guests, front of house staff	<ul style="list-style-type: none"> <li>The behaviour of the schoolchildren must be controlled by their supervisors to ensure that there is no disruption to other customers</li> </ul>	1	2	2
Falling objects causing injury as a result of being placed on circle front	Guests, front of house staff	<ul style="list-style-type: none"> <li>School supervisors must ensure that no objects are placed on the balcony rail. FOH venue staff must monitor the area</li> </ul>	1	2	2
Falling into orchestra pit as a result of climbing onto pit rail	Guests, front of house staff	<ul style="list-style-type: none"> <li>School supervisors must ensure that schoolchildren are adequately supervised and controlled to prevent access to the orchestra pit rail.</li> </ul>	1	2	2
Use of smoke effects	Guests, front of house staff	<ul style="list-style-type: none"> <li>Non hazardous substances used</li> <li>Signage in place in venues</li> <li>Guests made aware during the booking process</li> <li>Group leaders to inform parents and guardians</li> </ul>	1	2	2
Use of Pyrotechnics (Prince Edward Theatre only)	Guests, front of house staff	<ul style="list-style-type: none"> <li>Non hazardous substances used</li> <li>Signage in place in venues</li> <li>Guests made aware during the booking process</li> <li>Group leaders to inform parents and guardians</li> </ul>	1	3	3

Likelihood – 1 = Unlikely, 2 = Likely, 3 = Certain | Severity – 1 = Minor (Cuts, Bruises etc) 2 = Moderate (Breaks, Sprains, Fractures etc) 3 = Severe (Hospitalisation, fatalities)

School Risk Assessment Form Part 3



Overall Risk Rating	Severity	Moderate	Likelihood	Possible	Risk Rating	Low
<b>Likelihood Definition</b>			<b>Severity Definition</b>			
<p><b>1 = Unlikely:</b> Injury/Near Miss should virtually never occur during task</p> <p><b>2 = Possible:</b> Injury/Near Miss may occur once during task</p> <p><b>3 = Frequent:</b> Injury/Near Miss may occur several times during task</p>			<p><b>1 = Minor:</b> Administer Basic First Aid and Report on Accident Form</p> <p><b>2 = Moderate:</b> (Not Life Threatening) Trip to Hospital and/or Overnight Stay and Report on Accident Form</p> <p><b>3 = Severe:</b> Hospitalisation for a period of 3 Days +, Death and Report on Accident Form</p>			
<b>Risk Rating</b>						
1 – 2 = <b>Low:</b> Risk adequately controlled. Inform staff of risk.						
3 – 4 = <b>Medium</b> Activity may require further assessment to ascertain whether adequately controlled.						
6 = <b>High:</b> Risk not adequately controlled. Additional control measures required to reduce risk.						
9 = <b>Very High:</b> STOP ACTIVITY IMMEDIATELY and review activity						