

Title:
Reference:
Department:
Division:
Location:

Firearms

Risk Assessment

GSMD – Production Arts
Stage Management



Risk Assessor:
Business Manager:

Kate Russell

Signature: K Russell

Date: 14.09.20

Signature: _____

Date: _____

Description of Task:	Associated Documents
The use and presence of firearms during rehearsals and productions.	DSM Prompt Copy Weapons Guidelines (and Guidelines for Cast Talks) Method Statement - Firearms DSM Weapons Plot

Risk Assessor	Reason for review	Date	Version
Kate Russell	Annual Review	Sept 2020	7
Kate Russell	Annual Review	Sept 2019	6
Kate Russell	Annual Review - amended	Sept 2018	5
Kate Russell	Annual Review	Sept 2017	4

Consequence		Likelihood		Risk
Describe the Hazard and how it might cause harm	Rating L1,M2,H3	Existing Control Measures and Justification	Rating L1,M2,H3	Consequence X Likelihood L1,L2,M3,M4,H6,H9
Misuse of firing blanks could cause injuries and shock to performers, members of the technical department and members of the public.	M2	We do not stock or use live firearms or blanks, sound effects are used to replicate the effect.	L1	L2
Additional Control Measures - <i>Suggestions to be written in the box below and submitted for review</i>			Revised risk rating (residual risk)	
			Consequence	Likelihood
			Action by	
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Transporting and carrying firearms both inside and out of the building that are uncovered or inappropriately transported could alarm members of the public and potentially lead to the armed response unit being notified.	M2	Weapons of any kind will not be used outside of the rehearsal room or the building in general. If any weapons need to be taken out of the rehearsal room or the building, then they will be secured in a sealable container/weapons case. This container should be lockable. Performers, students and members of staff will be notified of this.	M2	M4
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Injury and/or causing alarm by lack of respect for firearms/armoury.	L1	The Stage Manager of the Production will give a Weapons Talk to the whole Performing Company, informing staff, performers and students that there is to be no 'playing' with the firearms/weaponry and to treat them as if they are real, this includes waving in front of others faces, pointing, throwing, dropping and exposing in public. The weapons will only be in the rehearsal room at the necessary times and will only be handled by the Stage Management team and specified performers.	H3	M3
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Injury caused by incorrectly storing firearms in holsters. This could lead to fractures or broken bones if dropped, especially if the individual is bare foot.	M2	Guidance will be given as to appropriate holsters for firearms. Personnel will be notified that storing weaponry in a belt or down the trousers will not suffice and is unsafe.	M2	M4
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Consequence		Likelihood		Risk
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Firearms could be obtained by unauthorised personnel and taken out of a controlled environment due to being left out and exposed in public spaces.	M2	All forms of weaponry will be locked away and stored securely when not in use. A designated member of the Stage Management department will be responsible for locking all forms of weaponry away before and after each session. Staff and students have access to lockable armoury cupboards located in the -2 Running Room and Silk Street Running Room. Student Stage Managers can sign out keys to these.	M2	M4
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