

Title:	The Rehearsal Room
Reference:	
Department:	GSMD – Production Arts
Division:	Stage Management
Location:	Rehearsal Rooms

Risk Assessment



Risk Assessor:	Kate Russell	Signature: <u>K Russell</u>	Date: <u>14.09.2020</u>
Business Manager:		Signature: _____	Date: _____

Description of Task:	Associated Documents
The Rehearsal Room	DSM Prompt Copy Method Statement – The Rehearsal Room Risk Assessment/Method Statement – Food Consumed Onstage Risk Assessment/Method Statement – Glass Onstage Risk Assessment/Method Statement – Liquids Onstage

Risk Assessor	Reason for review	Date	Version
Kate Russell	Annual Review	Sept 2020	6
Kate Russell	Annual Review	Sept 2019	5

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
Performers may stand on tables and/or chairs in the rehearsal room as part of the action/blocking. A performer could fall off the table or chair and be injured.	M2	<ul style="list-style-type: none"> All action is rehearsed and blocked. Stage Management will ensure the performer is wearing sensible footwear. Furniture will be assessed to ensure it can safely withstand the weight and will be reinforced if necessary. Stage Management will monitor the action at all times and stop any dangerous action attempting to be blocked. A first aid trained member of staff will be on site. Rehearsals will be conducted in working light and controlled show conditions. 	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
			M	2
			L	1
			Date	

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Food or drink may be used in the rehearsal room. This could cause a slip/trip hazard.	L1	<ul style="list-style-type: none"> Any spillage will be cleaned straight away by Stage Management Team. Stage Management will ensure the food is fresh, edible and conforms to any dietary and allergy requirements of the performers. The action will be well blocked in working light. All actions with glass will be thoroughly rehearsed so as to avoid any breakages. In the event of a breakage stage management will be available to clean up the glass. A first aider will be on call at all times in case an accident occurs. 	L1	L1
Additional Control Measures - <i>Suggestions to be written in the box below and submitted for review</i>			Revised risk rating (residual risk)	
			Consequence	Likelihood
			L	1
			L	1
			L	1
			Action by	
			Date	

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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
Glassware may be used in the rehearsal room. If this is dropped, it could cause a minor injury.	L1	<ul style="list-style-type: none"> The action will be fully blocked and rehearsed to avoid breakages. The action will be rehearsed in full light. Stage Management will stop any dangerous action attempting to be blocked with glassware. Any breakages will be cleaned straight away by Stage Management (all of whom have had basic first aid at work training). Plastic glassware will be used whenever possible. All actions with glass will be thoroughly rehearsed so as to avoid any breakages. A first aider will be on call at all times in case an accident occurs. 	L1	L1
Additional Control Measures - <i>Suggestions to be written in the box below and submitted for review</i>			Revised risk rating (residual risk)	
			Consequence	Likelihood
			L	1
			L	1
			L	1
			Action by	
			Date	