

Norwich Playhouse Risk Assessment.

TASK DESCRIPTION: Young persons in the auditorium

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Activity/Area	Hazards	Persons at risk	Severity	Likelihood	Rating	Precautions	Severity	Likelihood	Residual rating	Management responsible
Unfamiliarity with evacuation routes	Confusion and possible injury in the event of an emergency; Panic/Stress	Public	4	4	16	Detailed information regarding Playhouse evacuation procedures are on prominent display in the foyer. All chaperones and responsible adults should familiarise themselves with the procedure when entering the building. Additional verbal instruction can be given on request.	1	1	1	Venue Manager/ Resident Technical Manager
Auditorium unsupervised	Interruption by strangers/ stress; Confusion and panic in the event of an emergency evacuation	Public	4	3	12	At least three stewards are always provided during a public performance who sit by each of the auditorium doors. Stewards are under strict instruction not to allow anyone into the auditorium who is not authorised (i.e. people who do not possess a valid ticket.) If, during a public performance, a member of the audience appears to be causing distress or disruption, they will contact the Duty Manager and the situation will be dealt with accordingly, resulting in	2	1	2	Venue Manager/ Front of House Manager

						the possible expulsion of the individual from the auditorium if deemed necessary. All stewards are fully versed in Playhouse evacuation procedures and practise evacuation at least once per year. Tickets for schools shows or productions aimed at young persons are only available to the general public at the Playhouse's discretion.				
Illness	Illness becomes worse/ medical condition deteriorates if untreated or mistreated.	Public	4	3	12	Chaperones must alert the Duty manager to any foreseeable medical issues amongst their cares, and alert if any unexpected medical issues arise during the visit. A trained First Aider possessing a FAW qualification is always present in the building and can administer first aid to any minor injuries with the approval of the accompanying adult. If approval is not given or the First Aider is unsure of how to treat the situation, the emergency services will be contacted. If the condition or injury is serious, the emergency services will be contacted immediately.	2	2	4	Venue Manager

Severity Index			Likelihood Index			Risk Rating Matrix						Residual rating	
							Catastrophic	Serious	Significant	Minor	Insignificant		
Catastrophic	fatality, major injury, fire or loss of property	5	Certain	harm is certain or near certain	5	Certain	25	20	15	10	5	6 or less	risks adequately controlled - no further actions required
Serious	over 3 day injury, long term damage to health, serious property damage	4	Likely	harm will occur frequently	4	Likely	20	16	12	8	4	6 - 12	major accident possible - further control measures required
Significant	Hospital treatment likely, some significant property damage	3	Possible	Harm may occur	3	Possible	15	12	8	0	3	Above 12	control measures ineffective, possibility of major accident high, immediate further action required, possibly suspend work
Minor	slight injury, minor property damage	2	Unlikely	harm will seldom occur	2	Unlikely	10	8	6	4	2		
Insignificant	no injury or damage	1	Improbable	Harm difficult to foresee	1	Improbable	5	4	3	2	1		