

# Risk Assessment Form - Guidance

## Instructions on how to use this Risk Assessment Form

**Activity:** The activity being carried out for the performance, eg. Use of Strobe machine

**Hazard:** the specific risk arising from the activity, eg. Epileptic seizures

**Persons at risk:** Who is directly affected by the hazard, eg. Audience, Cast, Crew

**Control Measures:** The method of controlling the hazardous activity, eg. Warn customers when purchasing tickets of strobes in the performance + ensure strobe is operated to within current safety parameters + placing signage at the entrance to the auditorium, ensure actors are comfortable with strobes on stage and no-one suffers from epilepsy

**Likelihood:** probability of event occurring

**Severity:** Level of injury

**Risk:** Calculated using likelihood x severity, indicates the level of risk to those exposed to the hazard

		Likelihood				
		1	2	3	4	5
Severity	1	1	2	3	4	5
	2	2	4	6	8	10
	3	3	6	9	12	15
	4	4	8	12	16	20
	5	5	10	15	20	25

Likelihood multiplied by Severity = Risk Rating			
Likelihood	Severity	Risk Rating	Action
5 = Inevitable	5 = Fatality / Major Injury	Over 20	Intolerable Risk - Activity not permitted under any
4 = Highly Likely	4 = 'Over 3 Day Injury' *	15 - 19	Substantial Risk - further control measures required
3 = Possible	3 = Possible hospital treatment required	10 - 14	Moderate Risk - Further control measures advisable
2 = Unlikely	2 = First Aid may be required	6 - 9	Tolerable Risk - Allowable Activity (preferred level)
1 = Highly unlikely	1 = Unlikely to cause harm	1 - 5	Trivial / Insignificant - Low Risk (Preferred level)

\* An over-3-day injury is one which is not "major" but results in the injured person being away from work OR unable to do their full range of their normal duties for more than three days.

# Risk Assessment Form

Worked example of the use of a Snow Machine:

Name of Company: JOE BLOGGS PRODUCTIONS	Venue: SOMEWHERE NEW TO ME	Risk assessment completed by (Incoming Company) Name: JOSEPH BLOGGER Position: WINDOW CLEANER
Name of Show: MYTHICAL CREATURES	Date of Assessment: SOME POINT IN THE PAST	Risk assessment received by (In house technician) Name: Position:

Activity	Hazard	Persons at risk	Risk Rating			Actions to reduce risk	Revised RR			Notes
			L	S	RR		L	S	RR	
Use of snow Machine	Snow fluid getting into eyes	Performers / crew on stage	3	3	9	-Brief performers and crew not to look up when snow machines in operation -Have eyewash on location	2	2	4	
	Electrocution	Crew	2	5	10	-Ensure unit is isolated from mains when refilling or troubleshooting -Ensure crew responsible for running snow machine understand its working principles	1	5	5	
	Wet floor- Slipping / falling	Performers / Crew on stage	4	3	12	-Ensure that stage is mopped and allowed time to dry before any movement based action takes place -brief performers and stage crew about possibility of wet floor -Leave lighting rig on during interval or when tabs are in to hasten the evaporation of snow fluid	2	3	6	

KEY TO TABLE: L = Likelihood S = Severity RR = Risk Rating

Revision Date: 14/11/2011

# Risk Assessment Form

Name of Company:	Venue:	Risk assessment completed by (Incoming Company) Name: Position:
Name of Show:	Date of Assessment:	Risk assessment received by (In house technician) Name: Position:

Activity	Hazard	Persons at risk	Risk Rating			Actions to reduce risk	Revised RR			Notes
			L	S	RR		L	S	RR	

KEY TO TABLE:    L = Likelihood    S = Severity    RR = Risk Rating

Revision Date: 14/11/2011

# Risk Assessment Form

Activity	Hazard	Persons at risk	Risk Rating			Actions to reduce risk	Revised RR			Notes
			L	S	RR		L	S	RR	

Insert rows as required