

Risk Assessment -Wings Youth Theatre (Covid 19) version 3 updated 1st December 2020

Risk Assessment Title:	Wings Youth Theatre	Location of Premises or Activity:	Plumpton Village Hall (indoor and outdoor space) (or occasional other local community halls/venues); outdoor spaces also
Reference:	Rehearsals during Covid 19 pandemic	Other Relevant Assessments:	
Date Completed:	01/06/20	Review Date	1/12/20 – actioned, see notes below; next review Feb 2021 or before if new government/NYA guidelines change

Completed By – Name:	Kate Taylor	Managers Name:	Mary Ward	Employees Name and/or Safety Rep:	
Signature:		Managers Signature:		Signature :	

1/12/2020 Review of risk assessment carried out by Kate Taylor– watching of NYA webinar relating to new tier system and updated guidance ; receipt of NYA Covid guidance version 4 – read and reviewed alongside risk assessment ; *Conclusion* – risk assessment remain relevant and appropriate with no additional actions needed ; Agreed by Wings Youth Theatre Management team and signed off by Mary Ward

Work Activity		Hazard	Person at Risk YM, YL	Risk Rating			Control Measures Required	In Place Y/N	Further Action Required	
Ref No	Description			LO	LS	RR			By when	Person Responsible
1	Risk of accident, illness and medical emergencies	Falling unwell, sustaining injury or medical emergencies in outdoor spaces	YM, YH	2	3	6	Details of medical conditions, risks, symptoms and treatments maintained in Wings safe file; Identified First Aider on site at all times. First Aid kit available Emergency contacts for all members maintained in Wings Safeguarding file	Y		Wings Management Team
2	Child members in public spaces	Unwanted/inappropriate interaction from members of public	YM	2	3	6	Youth members supervised at all times for suitably vetted and experienced youth leaders.	Y		Wings Management Team
3	Weather	Extreme weather conditions	YM, YH	2	3	6	Weather forecasts monitored by Wings Management Team. Rehearsals cancelled if high likelihood of extreme weathers. YM advised to dress appropriately for weather conditions; bring own water bottles particularly in hot weather; shadey areas used during hot weather; emergency contacts held in Wings safeguarding file to enable swift contact in the event of rehearsal abandonment	Y		Wings Management Team
4	Public Health	Spread of Covid 19	YM,YH	2	3	6	Wings Management Team to keep up to date with government guidance. Social distancing observed; group numbers and structure to be in line with government guidance and National Youth Agency guidance	Y		Wings Management Team

							Wings Management Team to ensure compliance with Village Hall Covid 19 procedures and protocols including arrival; use and cleaning of premises	Y		Wings Management Team
							Hand sanitising to be done by all members and staff on arrival to and prior to leaving rehearsals	Y		Wings Management Team
							Members encouraged to use own toilet facilities before leaving home to limit useage of facilities during sessions	Y		Wings Management Team
							Provision of tuck shop to be suspended during alert level Red or Amber. Members requested to bring own water bottles	Y		Wings Management Team
							Any personal props needed at rehearsals will be requested of members in advance to bring their own; props will remain for members own personal use and not shared	Y		Wings Management Team

Persons At Risk : YM = Youth Member, YL = Youth Leader

LO = Likely Occurrence, **x** LS = Likely Severity, = RR = Residual Risk Factor

Likelihood of Occurrence		Likely Severity	
1	Very Unlikely - Rarely	1	Delay only
2	Unlikely – Perhaps Annually	2	Minor injury, Minor Damage
3	May Happen – Perhaps Monthly	3	Lost Time Injury, Illness, Damage
4	Likely – Perhaps Weekly	4	Major Injury, Disabling Illness, Major Damage
5	Very Likely – Perhaps Daily	5	Single Death
6	Certain/Imminent – more than once per day	6	Multiple Deaths