

## Risk Assessment – Performance Activities (including Cinema/Movie Night, Bingo, Disco, Hotspots, In the Spotlight, Quiz, Trail of Mystery and Drama)

<b>Baseline</b>	✗	<b>Site Specific</b>		<b>Vulnerable Person</b>		<b>Temporary</b>
<b>Produced by:</b>	Leigh Phillips	<b>Date of issue:</b>	05/01/2018	<b>Review date:</b>	01/01/2019	

**Operating notes:**

- Performance Activities are those mainly taking place as part of the Evening Entertainments programme and incorporating dancing, singing, acting, participating in or watching a performance.
- Supervision ratio for Cinema / Movie is 1 Activity Leader per venue plus one additional supervising adult for the group as a whole.
- Supervision ratio for all other Performance Activities is 1 Activity Leader to 30 participants plus one additional supervising adult for the group as a whole.
- Activity Leader to be trained to in-house syllabus for each separate activity listed. Refresher training as directed by session observations. No special requirements for Chief instructor. Technical advice from Group Activities Manager.
- The area used should be suitable to the activity and group size. *(Maximum occupancy of the venue will be based on the capacity of exits from the room (discounting the largest if more than one) or the available floor area, whichever gives the smaller number. A single door can accommodate 80 people, and a double 200. Floor capacity is 0.5m<sup>2</sup> per participant).*
- Where venues include additional lighting, medical information should be checked before use and do not use strobe lighting if photosensitive epilepsy sufferers will be present.

**Risk – Benefit Statement:** There is a very low risk of bumps, cuts and grazes in some performance activities, but high levels of participation, making the risk acceptable.

Hazard Description and activities giving rise to risk	Who may be harmed	Control Measures	Risk Rating
Slips and Trips – From trailing electrical cables, apparatus and equipment causing minor bumps, cuts and grazes	Participants	<ul style="list-style-type: none"> <li>Check the condition of the activity area and equipment before you begin using it, and report defects that arise during the activity</li> <li>Route power leads and cables away from walkways, or use cable covers. Move any furniture or equipment that may be in the way</li> </ul>	Very Low
Manual Handling Injury – Muscle strain from moving the hotspots mat	Activity Leaders	<ul style="list-style-type: none"> <li>Where possible, the hotspots mat should be left in the room where it is most often used and rolled up when not in use</li> <li>Do not lift the ‘hotspots’ mat on your own; get help from another instructor</li> </ul>	Very Low
Overheating – from sustained physical activity in poorly ventilated venues	All	<ul style="list-style-type: none"> <li>Allow participants to take breaks from the activity if they become too hot or tired.</li> <li>Provide a supervised quiet area outside discos etc.</li> </ul>	Very Low
Noise Exposure – causing hearing impairment, headaches and nausea	All	<ul style="list-style-type: none"> <li>Events with loud or sustained music or other noise should allow for a quiet/cool area outside the venue where participants can relax</li> <li>Keep noise to an acceptable level. Where possible break up loud periods with quiet activities</li> </ul>	Very Low