



Risk assessment for Playground Prom School Workshop

In school music workshop.

Delivery of a Classical Music workshop by Playground Proms personnel to staff and pupils in school settings

Company name: Playground Proms

Contact Name: Derek Warby

Date of next review: January 2027

Responsible Person: Cathal O'Duill

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	What further action do you need to take to control the risks?	Who needs to carry out the action?
Using electrical equipment	All PP personnel, audience Electric shock	-Ensure equipment is regularly assessed and examined before use. Check the siting of such equipment and the leads/ wiring used.	Ensure PAT tests are conducted regularly by qualified person.	PP Personnel
Electrical cables	All PP personnel, audience Trips, falls, slips, bumps, cuts, head injury	-Ensure cables are covered/secured where possible and highlighted so they are visible.	Revisit set up procedures to minimise number of cables	PP personnel
Disturbance from pupils or teachers	All PP personnel and audience Trips, falls, bumps, knocks, cuts	-Expectations highlighted at the start of the performance that pupils are to remain seated unless asked otherwise. Pupils asked to keep a distance from performers. -Expectations made clear at online CPD session that older pupils to sit at the front and youngest at the back. -School staff to be responsible for ensuring pupils behaviour follows their school behaviour policy throughout the workshop.	Performance to stop if disturbance continues or if the PP personnel do not believe it is safe to continue.	PP personnel
Risk of injury during workshop	All performers and audience. Slipping, tripping, bumping into obstacle, falling,	-Performers to ensure they have a clear space to move around in. To check before the performance begins where the equipment is and any obvious areas where they may slip or fall. -School and performers to ensure adequate lighting to ensure clear vision of the performance space. -Performers to wear suitable clothing and footwear for the workshop location. -Audience reminded that they may be close to other pupils before joining in with any movements and actions. -School should ensure there are no obstacles in the way of the performance space and that the area meets the health and safety requirements as detailed in the school policy. -School is responsible for always maintaining their normal staffing ratios. The practitioner is not loco	Performers to pause or stop performance if any conditions change during performance or if any new obstacles appear.	PP personnel

1 Malden Park, New Malden
Surrey KT3 6AS, UK

info@playgroundproms.net
www.playgroundproms.net

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		parentis and therefore may not be included in the ratio.		
Adverse weather conditions	All performers and audience Heat stroke, dehydration, slips, falls, bumps	-Lead performer / responsible person to check that the weather conditions will not impact on the safety of either the audience or performers i.e. performance space will not become too slippery should it begin to rain, they have a shaded area should conditions become too hot. Performers should always have access to drinking water. -School should follow its health and safety policy and ensure the pupils have adequate shade/cover. The school are responsible that the needs of the pupils are met.	Performers to pause performance if a break is necessary to take a hydration or shade break, or to reassess conditions.	PP personnel School
Moving equipment	All PP personnel Bumps, strains, cuts, scrapes	-Moving and handling equipment needs to be done by PP personnel to both protect damage to equipment and persons. Correct lifting techniques should be used.	PP personnel to have appropriate lifting and handling training if deemed necessary.	PP personnel
Accessibility and Evacuation	All PP personnel and audience. Bumps, knocks, getting lost, unable to find evacuation point	-PP personnel to acquaint themselves with the access points to both the performance space and the school building. The evacuation route provided by the school should be noted on arrival. -Should evacuation be necessary PP personnel to follow the directions of school staff who will be implementing their school evacuation policy.	PP personnel to ask about fire exits and routes if they are not clearly visible on arrival.	PP personnel
Infectious Diseases	All PP personnel and audience Viruses, infectious diseases	-PP personnel will not enter a school if they have been diagnosed or suspected of having an infectious disease e.g. COVID, flu. -School to inform PP personnel if there has been any reported cases of infectious diseases and they have contacted their local health protection team.	PP personnel to have access to PPE should they feel they require it including hand sanitiser or hand washing facilities.	PP personnel
Technical equipment is placed in the audience area	All PP personnel and audience. Bumps, knocks, scrapes, damage to equipment	-Any technical equipment to be placed amongst audience is checked before each performance for faults and is appropriately secured to minimise falling. If possible, a space is left immediately around the equipment.	PP personnel to remain vigilant that the equipment remains in a safe position.	PP personnel

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