NORWICH THEATRE ROYAL

# NTR Risk Assessment

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| **TASK DESCRIPTION:** | **Visiting Groups on Tour or in Audience** |
| Author of Risk Assessment: | **Will Hill** |
| People Consulted: | **Jason Raper** |

## Definitions

**Severity** How serious an accident would be:

1 Small Cut 5 Death

**Likelihood** How likely accident is to occur:

1 Very Unlikely 5 Very Likely

**Risk Factor** A Multiple of Severity and Likelihood. High values indicate a Hazard that should be controlled.

| Hazard | People Affected (Enter an 'x') | | | | Uncontrolled Risk | | | | Controlled Risk | | | |
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| | NTR Staff | Touring Staff | Outside Contractor | Public | Type of Harm | Severity 1-5 | Likelihood 1-5 | Risk Factor 1-25 | Control Measures | Severity 1-5 | Likelihood 1-5 | Risk Factor 1-25 |
| Unfamiliar with evacuation routes and no foh staff. | | | | x | Panic / stress | 2 | 2 | 4 | Adequate Adult Supervision. Schools staff ratio according to LEA recommendations. FOH staff briefed on location of school groups. | 2 | 1 | 2 |
| Going up circle steps | | | | x | Vertigo / stress | 1 | 2 | 2 | Re-seating or non attendance if required | 1 | 1 | 1 |
| Reaction to flashing lights | | | | x | Fitting / Epileptic Reaction | 3 | 2 | 6 | Warning signs in foyer and audit doors. | 3 | 1 | 3 |
| Loud Noise | | | | x | Panic / stress / aural damage | 2 | 2 | 4 | Warning signs in foyer and audit. doors. | 2 | 1 | 2 |
| Slips/trips due to uneven floor surfaces/coverings | | | | x | Bruises, concussion | 3 | 2 | 6 | Monitoring and reporting by FOH staff to maintenance staff or carpet company | 3 | 1 | 3 |
| Slips/trips due to wet floor surfaces | | | | x | Bruises, concussion | 3 | 2 | 6 | All staff briefed to take immediate corrective action, drying area and positioning hazard signs | 3 | 1 | 3 |
| Slips/trips on approach routes due to icy weather conditions | | | | x | Bruises, concussion | 3 | 2 | 6 | Supplies of salt in bin outside Stage Door, applied by maintenance and front of house staff | 3 | 1 | 3 |
| Trip in auditorium in low light conditions. | | | | x | Sprain, Strain, Bruising, Cuts, Fracture | 3 | 2 | 6 | Stewards and Ushers with torches briefed to be attentive to public movement. Low level management lighting maintained, contrasting nosings, photoluminescent nosings on circle mid aisle, handrails. | 3 | 1 | 3 |

| Completion Date: | 09/11/09 | Approval date: | 09/11/09 | Approved By: | Will Hill | Review Date: | Aug 2010 |
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