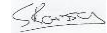



### RCS Risk Assessment Form

#### ASSESSMENTS TO BE COMPLETED BEFORE STARTING NEW ACTIVITIES/TASKS

<b>Task/Activity/Area:</b> Fit up & strike	<b>Persons At Risk:</b> Employees/Visitors/Contractor/ Public/Students	<b>Reference:</b> Dialogue Des Carmelites 001	<b>Initial Assessment Date:</b> 01/03/2020
<b>Department:</b> Production	Risk Assessment <b>WITHOUT</b> Controls: <b>HIGH</b>	Risk Assessment <b>WITH</b> Controls: <b>LOW</b>	<b>Last Assessment Date:</b>
<b>Site/Location:</b> New Athenaeum	<b>Assessor: Sean Ramsay</b> <b>Signature:</b> 	<b>Reviewed By: M Stephen</b> <b>Signature:</b> 	

<b>Hazard</b> <i>Something with the potential to cause harm</i>	<b>Consequence</b> <i>The effect of that harm</i>	<b>Without Control Measures</b> Ri (L x C)	<b>Control Measures</b>	<b>With Control Measures</b> Ri (L x C)
Poor housekeeping of equipment, materials or liquids	Personnel tripping or falling over equipment or materials or slipping on liquids, potentially leading to sprains, strains or broken bones	3x4=12 (High)	Equipment that is not required will be put away to ensure that a clear work space is maintained.  Safety footwear will be worn by all involved during fit up and strike process - EN ISO 20345  Any liquids spilled on stage will be cleaned up immediately and appropriate signage will be used to mark the area	1x4=4 (Low)
Equipment or tools falling from height into the work area below.	Falling items landing on equipment or people below leading to damage or destruction of property and potential injuries ranging from bruises to broken bones, concussion and death.	3x5=15 (High)	<del>Air work will be completed under the CPU 001 overhead work risk assessment.</del>  There will be signs placed around the outside of the venue so people who are entering are made aware of the hazard.  When the orange beacon is flashing onstage all personnel on stage will be required to wear a hard hat EN 397  In localized incidences of overhead work, the orange light will not be appropriate and anyone working in this area should wear a hard hat EN397 and safety footwear EN ISO 20345	1x5=5(Low)
Untrained personal using, or incorrect use of, power tools	Personnel coming in contact with moving parts or blades potentially leading to bruises, cuts, broken bones and death	3x5=15 (High)	Each tool will be used in accordance with its own risk assessment and SSoW.  All users must have completed RCS tool training on the specific tool and wear PPE in accordance with that tools RA Everyone involved will have had RCS Manual Handling Awareness training and wear safety footwear EN ISO 20345.	1x5=5(Low)
Poor manual handling technique or the manual handling of heavy / unbalanced items	Personnel using poor manual handling techniques or trying to move a load with an inadequate number of personnel, potentially leading to injuries from bruises to sprains, strains and broken bones	3x4=12 (High)	Before moving items a visual assessment will be carried out and a sufficient number of crew will be allocated to each task.  If appropriate items will be transported on dollies to move them and if necessary ensuring they are secured down either using straps or fixings.  Work will be carried out under CPU 009 Manual Handling risk assessment.	1x4=4(Low)

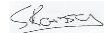

Incorrect rigging of automation and moving grid beams	Automation systems being rigged incorrectly, personal coming into contact with moving parts during operation or incorrect manual handling of grid beams leading to sprains, strains, cuts, scrapes and bruises to crush injuries, broken bones and death	3x5=15 (High)	<p>All task will be explained fully by the supervisor prior to carrying out the task.</p> <p>Only personal comfortable to do so will engage in the task being carried out.</p> <p>Any work carried out will be overseen by the Stage Supervisor or the Deputy Stage Supervisor.</p> <p>All work carried out in the grid will be done in compliance with the CPU002 Grid Work risk assessment.</p> <p>Gird beams will be moved in accordance with CPU009 Manual Handling risk assessment</p>	1x5=5(Low)
Use of automation systems	Automation crashing into scenic elements and or members of cast and crew possibly leading to structural set damage, bruises, broken bones, concussion	3x4=12 (High)	<p>The desk will only be operated by personal who have gone through training on how to use it</p> <p>The Stage Supervisor will spot and call automation moves and have a clear line of sight for the full move.</p>	1x4=4 (Low)
<b>FURTHER ACTIONS/MEASURES REQUIRED</b>	<b>Target Date:</b>	<b>Responsible Person:</b>	<b>Completion Date:</b>	

**Tutor/Lecturer/Production Manager - Comments**

**Tutor/Lecturer/Production Manager - Comments**

RCS Risk Assessment Form

ASSESSMENTS TO BE COMPLETED BEFORE STARTING NEW ACTIVITIES/TASKS

<b>Task/Activity/Area:</b> Revolve	<b>Persons At Risk:</b> Employees/Visitors/Contractor/ Public/Students	<b>Reference:</b> Dialogue Des Carmelites 002	<b>Initial Assessment Date:</b> 03/03/2020
<b>Department:</b> Production	Risk Assessment <b>WITHOUT</b> Controls: <b>Medium</b>	Risk Assessment <b>WITH</b> Controls: <b>LOW</b>	<b>Last Assessment Date:</b>
<b>Site/Location:</b> New Athenaeum	<b>Assessor: Sean Ramsay</b> <b>Signature:</b> 	<b>Reviewed By: M. Stephen</b> <b>Signature:</b> 	

<b>Hazard</b> <i>Something with the potential to cause harm</i>	<b>Consequence</b> <i>The effect of that harm</i>	<b>Without Control Measures</b> <b>Ri (L x C)</b>	<b>Control Measures</b>	<b>With Control Measures</b> <b>Ri (L x C)</b>
Cables being trapped in moving arts causing damage or poorly maintained cables being installed leading to Electrocutation	Personnel coming into contact with damaged electrical cable or set becoming electrified leading to burns, death, serious injury	2x5=10 (Medium)	<p>The revolve and cabling used will have a valid PAT test certificate to show that it has been inspected in the past year.</p> <p>The 16A socket used will be RCD and MCB protected.</p> <p>All equipment will undergo a visual inspection prior to use the ensure there is no damage or faults.</p> <p>Cables will be run in making sure that they are kept away from moving parts and also tapped down.</p> <p>Cables will be dropped down to run under the stage to remove them running across the stage.</p> <p>A daily inspection will be carried out of the cabling substage and on stage to ensure it is not twisting and at risk of electrical fault</p>	1x5=5 (Low)
Falling off the edge of the revolve	Cast falling off the edge of the revolve leading to strains, bruises, broken bones and concussion	3x3=9 (Medium)	<p>A cast induction will be carried out in full working light to allowed them to get familiar with the space.</p> <p>Only cast blocked to do so will be on the revolve.</p> <p>The revolve has been marked out in rehearsals to make cast aware of where it sits in relation to their action.</p>	1x3=3 (low)

<p>Operator missing their mark when moving the revolve</p>	<p>Incorrect positioning of scenic items or entrance/exit points changing disorientating the cast, potentially leading to bruises, concussion or broken bones</p>	<p>4x2=8(Medium)</p>	<p>All moves will be rehearsed before every performance by the revolve operator for the show.</p> <p>The Stage Supervisor will coordinate resting the revolve during technical rehearsal to ensure that the path of it is clear at all time.</p> <p>An overhead camera will be installed allowing each position to be marked on the screen for the operator to see.</p> <p>The operator will run all cues until they are comfortable with the positioning using both the camera and watching the revolve.</p> <p>The revolve will only be moved by those inducted to move it and will only be moved when instructed by the Stage Supervisor or called by the DSM</p>	<p>1x2=2(Low)</p>
--	---	----------------------	--	-------------------