|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Hazards identified** | **Person(s) at risk** | **Risk Factor (High Medium**  **Low)** | **Measures required to control the risk** | **Action to be** t**aken by (Name)** | **Date completed and signature** |
| Entry to stage via steps | Performers | Low | Staff to ensure steps and pathways are clear and guide performers to the stage | Backstage staff |  |
| Trip hazards | Performers | Medium | **Stage** - Any props to be kept with performer and any electrical leads tidied away  **Dressing Rooms** – Props, costumes and personal items to be safely stored away when not in use. Performer to remove all items when leaving. | Backstage and sound staff  Parents / Teachers / Performers |  |
| Lost performer | Performers | Low | **Manned admissions area** – highlighted on map as Lost Child Point  Performers under the age of 16 not to be left alone at any point | Staff / Parents |  |
| Performance space | Performers | Medium | Surfaces will be safe to perform on & hazard free.  No unsafe behaviour will be tolerated.  A staff member will be present at all times  The space will be adequate for the performers to perform on. | Staff |  |
| Injury | Performers | Medium | First aider on sight and first aid box  All medical details on site if required  Emergency contacts on site | First Aiders on site |  |
| Safeguarding | Performers | Low | Separate dressing rooms for boys  Performers under the age of 16 to be chaperoned by parents  Only performers and parents of those performers to be allowed in the dressing rooms | Staff / Parents |  |

**Name of person completing form** ……Alaina Blight………

**Signature**………………………………………………………………………

**Date** ………………………………………………………………………….…

**Company** ……………Solent Dance Festivals………………………….