

**Young People's Puppet Theatre  
Risk Assessment – Stage in-use, non venue-specific**

**Originated on: 31/05/2016**

**Most recently reviewed on: 31/08/2021**

**Signed off by: Jeremy Duschenes**

**Next review date: not later than 31/08/2022**

<b>What are the hazards?</b>	<b>Who might be harmed and how?</b>	<b>What are we already doing?</b>	<b>Action by whom and when?</b>	<b>Do we need to do anything else to control this risk?</b>
Injury generally	Children, by ignoring instructions, by not concentrating, by fooling around, by distracting other children.	Warn children that failure to listen to instructions, failure to follow instructions, failure to concentrate, attempting to distract other children, will result in children being taken off the task at hand, and may result in further disciplining.	Project leader every time risks are discussed	No
Falling	Children may fall if they stand on the rolling stage and it moves or is moved	Prohibit children from ever standing on the rolling stage unless instructed to or where circumstances make it absolutely necessary	Project leader, whenever the children are in the vicinity of the stage	No
Hands or feet trapped as stage rolls	Children getting their hands or feet trapped in the wheels of the rolling stage or between the rolling stage and the frame of the stage	Make clear to children where the danger points are. Encourage stage crew to roll the stage in a controlled fashion and not to let it slam into the stoppers.	Project leader, whenever the children are in the vicinity of the stage	No
Getting knocked off the stage as stage rolls	Children being in the way when the rolling stage is rolled	Mark out the maximum extent of the rolling stage, and prohibit anyone other than stage crew and (as necessary) performers from standing in or crossing that area. Make sure that all children are particularly aware of when the stage is likely to be moving (ie between scenes) and to clear the danger area before it moves. Instruct stage crew to warn anyone in the way when the stage is about to roll.	Project leader, whenever the children are in the vicinity of the stage	No
Getting fingers or hands trapped between backdrop frames and	Members of the stage crew who are detailed to guide the backdrops when the stage rolls	Instruct members of stage crew on the dangerous pinch points where the backdrop frames pass the stage frame in front of the performer platform	Project leader during rehearsals and performances	No

Rope tangling	A child may get tangled in/stand on a rope while it's being raised or lowered and injure themselves.	Require children to stand behind rope and to check they are not standing on it when rope is moving. Secure loose ends of all ropes which are cleated.	Project leader, whenever the children are in the vicinity of the stage	No
Falling hazard	Children may fall off the stage or off the performer platform.	Put danger tape along edges of the stage and the performer platform. Ensure that there is enough light backstage for children to perceive hazards	Project leader, during installation	No
Falling hazard	Children falling into, and potentially through, the side panels	Prohibit children from ever standing on the cross bar of the side panels. Prohibit any larking around. Prohibit any children who don't need to be near the side panels from being so	Project leader, whenever the children are in the vicinity of the stage	No
Falling hazard	Children climbing any part of the stage structure	Prohibit the children from climbing on any part of the structure.	Project leader, whenever the children are in the vicinity of the stage	No
Burning	Lamps may get hot and burn children.	Make children aware of potential sources of heat. Use LED lamps where possible.	Administrator, project leader	No
Overhead lamps falling	Children injured by overhead lamps falling on them	Ensure that all C-clamps on overhead lights are tightened.	Project leader, during installation, and daily	
Electric shock	Incorrect assembling of lighting or sound system	Check all connections when being installed, and daily during use.	Project leader, daily	No
Electric shock	Inadequate or absent grounding on mains wiring	Carry out CAP testing annually	Administrator, annually	No
Electric shock	Exposure to live wire through damaged cables	Inspect cables when being installed, daily during use, when being uninstalled	Project leader, daily	No
Electric shock	Cables being inadvertently ripped apart	Secure all loose cable ends with tie-wraps or tape	Project leader, during installation	No
Electric shock	Unnecessary exposure to live circuitry	Turn off all circuits at the wall when the stage is not in use	Project leader, as appropriate	
Tripping hazard	Loose cables run across the floor	Minimize the instance of cable runs along floor where people will walk. If such runs are unavoidable, tape the cable to the floor using danger tape. Be particularly careful about microphone cables which are more likely to have to be left loose so that performers can move about backstage	Project leader, during installation, and check daily	No
Tripping hazard	Children tripping over each other backstage	Discourage any unnecessary moving about backstage. Make sure that children don't sit in areas where clearly they will be in the way	Project leader, whenever the children are in the vicinity of the stage	No

Tripping hazard	Children sliding on scripts left on the floor backstage	Encourage children not to leave their scripts on the floor anywhere backstage	Project leader, whenever the children are in the vicinity of the stage	No
Collapse of stage	Locking pins incorrectly installed or not installed	Ensure that all locking pins are installed correctly	Project leader, during installation	No
Harm from use of dry ice	Cold burning from dry ice pellets coming into contact with skin	Keep the container in which the dry ice is stored out of the way until the moment it is required. Return it to out of the way immediately afterwards. Dry ice to be handled only by adults who are trained to handle it. Adults handling it to wear appropriate gloves and to use a scoop to transfer it from the dry ice container to the dry ice machine, thereby obviating the need to touch it at all. Instruct all children who will be anywhere near the dry ice container and/or the dry ice machine to stay well away from it. Children's involvement in the dry ice special effect to be limited to holding the nozzle out of which the "smoke" pours, which is neither hot nor cold.	Project leader to ensure that children are kept well away from the dry ice and the dry ice machine except the child delegated to point the nozzle.	No
Harm from use of dry ice	Hot burning from spillage of hot water in dry ice machine	Dry ice machine to be filled with hot water before the performance starts, by an adult, moved to a suitable location backstage by an adult, moved into position immediately before its use by an adult, and moved away immediately after its use by an adult.	Project leader to ensure that children are kept well away from the dry ice machine.	No
Harm from use of dry ice	Explosive dispersal of dry ice and water from water being poured onto dry ice rather than dry ice into water	Only allow suitable trained adults to handle the dry ice. Make it physically difficult to pour any water onto the dry ice.	Ensure that other than in the dry ice machine there is no water backstage.	No