

Dance Showcase Risk Assessment

Title of Event		Dance Showcase						
Location		The Baths Hall, Scunthorpe DN15 7RG		Assessment by:		Dan Moore		
Date of Assessment		September 2023	To be reviewed by (Target Date)		August 2024	Date of Last Assessment (if applicable)		September 2022
Year Groups of Participants (if applicable)		EYFS-Y6	Groups at Risk		GAP Staff, School Staff and Participants			
Significant Hazards	Current Control Measures <i>Comments/Recommendations</i>	Action to be taken by?	Completed? (OTD on the day or ✓ prior to event)	Likelihood (L) 1-5	Severity (S) 1-5	Risk Rating		
Physical injury and anxiety	<ul style="list-style-type: none"> The Dance Showcase is planned and supervised by GAP staff Make participants aware of potential hazards through introduction and demonstrations before any activity takes place. School staff are responsible for first aid for and on their participants. Schools are advised of this responsibility on pre-event correspondence. Staff are first aid trained An appropriately stocked first aid kit is present at each event. Additional first aid can be sought by contacting a member of the venue staff. Injured participants/School Staff/ GAP Staff not moved until inspected by school staff/emergency services as necessary. Pre-existing medical conditions must be notified by school staff to GAP staff. Any medication required is with the person who requires it, e.g. asthma inhaler. Mobile phone to be available to summon prompt medical assistance without leaving the casualty. No chewing gum permitted during the event. Equipment is checked. Only appropriate equipment to be used. Baths Hall to assess equipment belonging to the venue. Equipment is only used in way it was intended. Know the full site address for the location of the event. Accurate instruction and site access is required for the emergency services. Correct footwear is specified to participants prior to the event. 	<ul style="list-style-type: none"> GAP Staff GAP Staff School Staff GAP and School Staff GAP and School Staff GAP and Baths Hall School Staff School Staff GAP Staff, School Staff, and Participants GAP Staff GAP Staff, School Staff, and Participants GAP Staff/Venue GAP Staff, School Staff and Participants GAP Staff GAP Staff/Venue School Staff 	<ul style="list-style-type: none"> OTD OTD OTD ✓ ✓ ✓ OTD OTD OTD ✓ OTD ✓ OTD ✓ OTD ✓ 	<ul style="list-style-type: none"> a. 2 b. 1 c. 1 d. 1 e. 1 f. 3 g. 1 	<ul style="list-style-type: none"> a. 2 b. 5 c. 2 d. 2 e. 2 f. 2 g. 5 	<ul style="list-style-type: none"> a. 4 b. 5 c. 2 d. 2 e. 2 f. 6 f. 5 		

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Physical injury and anxiety (contd.)	<ul style="list-style-type: none"> Staff will disallow participation if the footwear is inappropriate. All footwear laces must be tied. If a participant's footwear is wet, muddy or unsafe, the participant will not be allowed to partake until their footwear is clean and safe. No bare feet allowed, except on stage. No jewellery including watches / smart watches allowed to be worn by participants. Appropriate practical clothing to worn by participants. Staff supervise the session activities and ensure physical or violent conduct is not permitted. No deliberate intent to harm will be tolerated. Participants are informed of disciplinary guidance and removal from event can be actioned. 	<ul style="list-style-type: none"> GAP Staff and School Staff GAP Staff, School Staff, and Participants GAP Staff, School Staff, and Participants GAP Staff GAP Staff, School Staff 	<ul style="list-style-type: none"> OTD OTD ✓ OTD OTD 			
Lost Participants/Abduction a. Physical Injury b. Anxiety c. Death	<ul style="list-style-type: none"> School staff ensure participants arrive orderly and walk where appropriate. Register taken with all participants, and staff number at the registration desk giving medical, contact and photo permission information where appropriate. All participants arrive with a staff member from their school and registered. All participants are collected at end of the activity by staff member not parents. Contact details for all schools available on the day. Schools are responsible for ensuring the safe collection of children in their care. Participants to be supervised at all times and to be made aware that they must remain with the adult responsible for them at all times. Participants not to go outside of the event areas. All activities are within an identified area which is communicated to staff and participants. Designated toilet breaks are supervised by School Staff. School staff ensure they supervise participants on toilet visits. The event is timetabled clearly with all participants designated a group and staff members for each session. Schools should notify GAP Staff if a participant is discovered to be lost. School, venue and GAP staff ensure a thorough search is conducted of the venue. In the event of the police being contacted, this will be in conjunction with facility staff and follow advice of authorities. For Safeguarding, No parents will be permitted to take photographs during the event. 	<ul style="list-style-type: none"> School Staff, GAP Staff, and Participants GAP Staff and School Staff School Staff School Staff, GAP Staff, and Participants School Staff GAP Staff School, Venue and GAP Staff Gap Staff & Venue Staff 	<ul style="list-style-type: none"> OTD OTD OTD OTD OTD ✓ OTD OTD 	<ul style="list-style-type: none"> a. 1 b. 1 c. 1 	<ul style="list-style-type: none"> a. 2 b. 1 c. 5 	<ul style="list-style-type: none"> a. 2 b. 1 c. 5
Effects of fire or smoke. a. Possible fatalities. b. Damage to lungs and respiratory system	<ul style="list-style-type: none"> All fire exits routes must be clear and doors must be unlocked. Communicate the fire evacuation procedure at the site to all persons present and the session participants i.e. the location of the exit route and the location of the assembly point. Schools should keep a participants list as this will be used to undertake a roll call at the assembly point. A mobile phone is available to contact emergency services. Cooperate with the owners/managers of the venues to ensure that fire / evacuation procedures are adequate, communicated and maintained. 	<ul style="list-style-type: none"> Venue GAP Staff/Venue/Compere School Staff GAP Staff/Venue GAP Staff/Venue 	<ul style="list-style-type: none"> ✓ OTD OTD OTD ✓ 	<ul style="list-style-type: none"> a. 1 b. 1 	<ul style="list-style-type: none"> a. 5 b. 5 	<ul style="list-style-type: none"> a. 5 b. 5