

## Risk Assessment

<b>Risk Assessment for the activity of:</b>	<b>Charlie and the Chocolate Factory Supplementary Risk Assessment</b> Supplementary RA relating to show-specific activities outside the scope of the General RA.	<b>Date:</b>	<b>22/11/2025</b>
<b>Group Name:</b>	<b>SUSU Stage Technicians' Society and Showstoppers</b>	<b>Assessor:</b>	<b>Casper Katz</b>
<b>Supervisor:</b>	<b>Rubens Pirie (Annex Officer)</b>	<b>Signed off:</b>	<b>N/A Approved Electronically by SUSU Activities Team</b>

## PART A - Risk assessment

(1) Risk Identification			(2) Risk assessment				(3) Risk management			
Hazard	Potential Consequences	Who might be harmed (See Risk Groups section)	Inherent			Control Measures	Residual			Further Controls
			Likelihood	Impact	Score		Likelihood	Impact	Score	

### Section 1 - Movement of towers on stage with members of cast

Falling from Tower During Movement	Major Injury or Death	C X	4	5	20	Structural handrails at a suitable safe height to be fitted to the top of the tower for the cast to hold onto during moves.	2	5	10	<p>The Annex officer will do a full inspection of the tower and its handrails before it is first used by any cast or crew.</p> <p>Before each performance or tech run, a competent member of StageSoc will check the tower and handrails for any issues. If any are found, they will be reported to the technical director and fixed before they are used during a performance.</p>
						The edge where there is a gap will be marked with some high visibility tape.				
						Only crew and cast who have been trained may be on the tower during movements.				
						A clear STOP call will be agreed and rehearsed. Any cast or crew member may call STOP at any time if unsafe. Crew moving the tower must maintain constant verbal communication.				
						Anyone on the tower will be instructed to have at least 3 points of contact while the casters brakes are inactive.				
						Anyone on the tower is instructed to keep well clear of the access gap in the handrail when the towers' brakes are inactive or not next to the rase.				
						Tower movements should be rehearsed multiple times before the first performance, first in a fully lit environment, then in the lighting state that the tower will be in during the performance. This gives those on top of the tower plenty of time to familiarise themselves with the movements of the tower to avoid falling.				

Crushing from Casters	Major Injury	C X	3	4	12	All crew/cast who are moving the tower should at a minimum be wearing closed toe footwear and those pulling the tower must be wearing steel toe cap footwear.	2	4	8	The Annex officer or a competent StageSoc member will check that the casters are properly secured to the base before the tower is fully assembled.  ASM will brief other crew every night as a reminder to help minimise risk.
						Anyone moving the tower must be trained on how to safely move the tower.				
						There will be a lead (ASM) who will carry out checks that no cast are in the route of the tower to avoid the tower rolling over a cast members foot.				
						The ASM will direct the other crew/cast moving the tower, so everyone is aware of what is happening and what direction the tower is moving.				
						A clear STOP call will be agreed and rehearsed. Any cast or crew member may call STOP at any time if unsafe. Crew moving the tower must maintain constant verbal communication.				
						Cast and crew will be instructed to avoid going on stage while the tower is moving unless they are moving the tower or has been blocked with the directors with a TD's approval.				
Falling from Deck with No Tower Present	Major Injury or Death	C X	3	5	15	All cast and crew will be instructed that they need to be careful on the 6' deck during the 2 scenes that the towers are being moved in. they will also be told they can't go past a mark on the deck when the tower isn't present.	2	5	10	Warnings will be given out during health and safety briefing with the cast.
						The edge of deck will be marked with high visability tape.				
						The surrounding handrailing's will be structural and at a suitable safe height.				



Crushing from Falling Tower	Major Injury or Death	C X A	2	5	10	Sand bags evenly distributed through base of tower, they weigh it down so it can withstand large moments due to forces outside the footprint of the tower and remain flat on the floor.	1	5	5	Annex officer checks that sandbags are in the base before cast and crew go on tower.
						Brakes on the wheels of the tower should be applied whenever not getting ready for or in a movement.				
						Crew instructed to stand clear of tower if it starts to tip.				
						Rescue procedure to be decided and put in place in eventuality of tower falling.				
						This show has no one climbing on outside of tower so very unlikely.				

## Section 2 - Cast without suitable footwear on stage

Slip on Ladder Rung	Moderate or Major Injury	C	4	4	16	The cast member must rehearse climbing the ladder in a safe environment until comfortable.	1	4	4	Crew to check ladder is safe and dry at beginning and the interval of each performance  Cast to give feedback if there is anything we can change to help make it more comfortable for them
						The cast must be trained how to safely climb a ladder.				
						Tower not to be moved by cast or crew whilst the cast member is on the ladder without appropriate footwear.				
						Cast must have 3 points of contact at all times whilst climbing on the ladder.				
						Tower to have all its brakes applied when a cast member is climbing.				
						Ladder to be smooth to not give splinters.				
Foot Injury due to Stage Debris	Minor Injury	C	3	2	6	Stage to be swept before every performance by StageSoc member.	1	2	2	
						Stage to be inspected at the interval and swept if required.				
						Check ladder for splinters.				

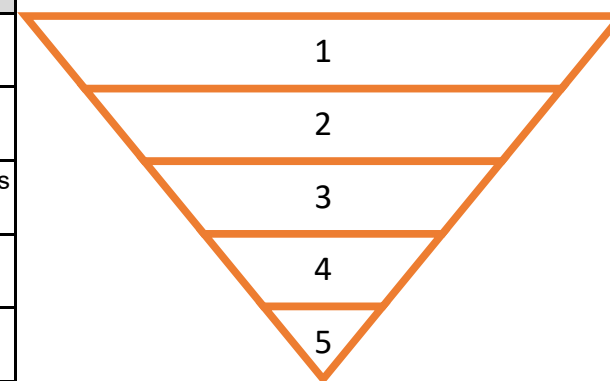
**PART B - Action Plan****Risk Assessment Action Plan**

Part no.	Action to be taken, incl. Cost	By Whom	Target Date	Review Date	Outcome at review Date
1	Set Inspection	Annex Officer	06/12/2025	Rest of committee members to review at the next possible committee meeting after completion.	
2	All Cast and Crew to be given health and safety talk and given set specific risks.	Technical Directors	07/12/2025	Rest of committee members to review at the next possible committee meeting after completion.	
3	All feedback and working practice reviews done after every tech, dress and performance with a verbal debrief.	Cast, Crew, Technical Directors	07/12/2025 to 13/12/2025	Rest of committee members to review at the next possible committee meeting after completion.	

Responsible Committee Member Signature:		Responsible Member Signature:	
Print Name:	Date: 22/11/2025	Print Name: Casper Katz	Date: 26/11/2025

## Risk Assessment Guidance

Control Measure Hierarchy		
<b>Eliminate</b>	Remove the hazard wherever possible which negates the need for further controls.	If not possible then explain why.
<b>Substitute</b>	Replace the hazard with one less hazardous.	If not possible then explain why.
<b>Physical Controls</b>	Examples: enclosure, fume cupboard, glove box.	Likely to still require admin controls as well.
<b>Admin Controls</b>	Examples: training, supervision, signage.	
<b>Personal Protection</b>	Examples: respirators, safety specs, gloves.	Last resort as it only protects the individual.



Risk Assessment Matrix						
<b>LIKELIHOOD</b>	5	5	10	15	20	25
	4	4	8	12	16	20
	3	3	6	9	12	15
	2	2	4	6	8	10
	1	1	2	3	4	5
	1	2	3	4	5	
	<b>IMPACT</b>					

Likelihood		
<b>1</b>	<b>Rare</b>	eg. 1 in 100,000 chance or higher
<b>2</b>	<b>Unlikely</b>	eg. 1 in 10,000 chance or higher
<b>3</b>	<b>Possible</b>	eg. 1 in 1,000 chance or higher
<b>4</b>	<b>Likely</b>	eg. 1 in 100 chance or higher
<b>5</b>	<b>Very Likely</b>	eg. 1 in 10 chance or higher

Impact		
<b>1</b>	<b>Trivial- insignificant</b>	Very minor injuries eg. slight bruising.
<b>2</b>	<b>Minor</b>	Injuries or illness eg. Small cut or abrasion which require basic first aid treatment even if self-administered.
<b>3</b>	<b>Moderate</b>	Injuries or illness eg. Strain or sprain requiring first aid or medical support.
<b>4</b>	<b>Major</b>	Injuries or illness eg. Broken bone requiring medical support > 24 hours and time off work >4 weeks.
<b>5</b>	<b>Severe - extremely significant</b>	Fatality or multiple serious injuries or illness requiring hospital admission or significant time off work.

Risk Groups		
<b>A</b>	<b>Audience</b>	People that enter performance locations as patrons.
<b>B</b>	<b>Band</b>	Members of the show company that are primarily located in the band "pit".
<b>C</b>	<b>Cast</b>	All other members of a show company, including production team.
<b>G</b>	<b>General Public</b>	Any member of the public not attending a show.
<b>X</b>	<b>Crew</b>	Any person that is involved with technical aspects of a show.