

Location – Green Room Bacon Theatre, Dean Close School, Shelburne Road. Cheltenham, GL51 6HE	PROBABILITY: 5 - Almost certain 4 – Likely 3 – Possible 2 – Unlikely 1 – Almost impossible	SEVERITY: 5 - Death/serious injury 4 – RIDDOR reportable (see notes) 3 – Minor injuries, first aid only 2 – insignificant 1 – No injury		15-25 - Unacceptable. Cancel activity 10 -14 - Unacceptable. Stop activity. Needs urgent review. 7 - 9 - Tolerable. Look to improve. 4 - 6 Acceptable, but review whether high severity or likelihood could be reduced 1 - 3 Acceptable. No further action, but ensure controls are maintained		
Activity – Filming short interviews and b-roll of hair and makeup being done.						
Identified hazard(s)	Current control methods	Affected Groups	Probability	Severity	Risk Level	Additional precautions to control risks
People walk through the room a lot to get to one side of the stage so they may not be aware of the filming so could walk into someone with a camera.	Make sure to be aware of surroundings and only film when less busy/not rushing around.	Cast + Crew	3	2	6	Tell people that filming is happening and to pay attention to where they are walking.
Slippery Floor – chance of slipping as the floor is quite slippery, especially when wearing ballet or tap shoes	Go careful when walking around and make sure to walk slowly.	Cast + Crew	3	3	9	Wear appropriate footwear.
Sinks – the sinks have water in them sometimes so equipment could fall in	Don't put equipment near the sinks.	Crew	2	4	8	Ensure that the sinks don't have water in them or that taps are running when cameras are nearby.
Drinks – could be spilt near equipment causing damage.	Don't have drinks near the equipment.	Crew	2	3	6	Have lids securely on the bottles or if they have no lid move them away.

## CIRENCESTER COLLEGE MEDIA DEPARTMENT RISK ASSESSMENT DOCUMENT

