

Health, Safety and Environmental Risk Assessment

1. RISK ASSESSMENT NO:	2. DEPARTMENT: School of Design	3. DATE: April 20 th 2016
4. WORK ACTIVITY/WORK PROCESS: New Dreams/Dream On! performance (BBC and the production team have also produced risk assessments). Student-led and staff-supported garments team; student-led and staff-supported interaction and projection design. Supporting production in relation to garments, hair and make up; and interaction and projection design. No installation, build or set build involved; all this done by professional stage management team with their own risk assessment.		5. SPECIFIC LOCATION OF TASK: Bute Hall (main performance space), Melville Room, Turnbull Room and Senate Room, Gilbert Scott Building, University of Glasgow
6. HAZARDS AND ASSOCIATED RISKS: This document is a generic Risk Assessment for GSA student and staff work on location at GU which covers all the risks involved in this production. Specifically, on this occasion, Electrical, Costume management, Supervision of professional make up artists and hairstylists, AV work.		
7. AT RISK: (<i>persons, environment, plant, equipment etc.</i>) Persons, equipment. Key materials: AV equipment, garments, make up, hair products and electrical hair styling tools (all PAT tested). Specific Hazards: Potential burns from hairstyling tools, allergies to make up, manual handling of garments, electrocution. Potential trip hazards in performance space.		
8. EXISTING CONTROL MEASURES: (To correspond with hazard / risks identified in section 6) Electrical: all equipment PAT tested. All operation by students who have been professionally trained by staff. Thus specific work carried out at all times by competent people. All-company H&S briefing attended. Event space fully supervised at all times and stewarded (GU) during public performance. Production risk assessment approved at project Steering Group (chaired by Barbara Ridley)		
9. LINKED REFERENCES OR ASSESSMENTS:		

Health, Safety and Environmental Risk Assessment

10. OVERALL CATEGORY OF RISK: <i>(*Delete as appropriate)</i>			*LOW (Acceptable)
11. ADDITIONAL CONTROL MEASURES REQUIRED: <i>(To include COSHH, Manual Handling, Noise etc if appropriate)</i> Professional stage management will monitor at all times, and GSA staff in attendance.	Sign when Complete	Date	
12. ASSESSOR'S NAME:	Signature : Date: April 21 st 2016		
13. LINE MANAGER:	Name & Contact Number:		
14. ASSESSMENT COMMUNICATED TO STAFF/STUDENTS: Co-Ordinator communicated to students and staff.	Signature:	Date: 20 th April 2016	

RISK ANALYSIS MATRIX

LIKELIHOOD INDEX	
No.	Index Description
5	Highly Probable
4	Probable
3	Possible
2	Unlikely
1	Highly Unlikely

USE EITHER SEVERITY OR ENVIROMENTAL INDEX FOR HAZARDS BUT NOT BOTH

SEVERITY INDEX		ENVIROMENTAL INDEX	
No.	Index Description for Effects on People	Index Description for Environmental affects	No.
5	Death	Major Consequence	5
4	Major Injury	High Consequence	4
3	Unfit for Normal Duties for More Than 3 Days	Moderate Consequence	3
2	Unfit for Normal Duties for Less Than 3 Days	Limited Consequence	2
1	Minor Injury	Minimal Consequence	1

OVERALL RISK INDEX (Based on Likelihood X Severity)						
		SEVERITY INDEX				
		1	2	3	4	5
LIKELIHOOD INDEX	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

HIGH	High Risk <u>Unacceptable</u> Immediate additional control measures must be introduced to reduce the degree of risk prior to the activity or process proceeding	MEDIUM	Medium Risk Tolerable The activity or process can continue, but additional controls may need to be introduced to further reduce risk	LOW	Low Risk -Acceptable Risk is being adequately controlled; no further control measures are required
-------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---------------	------------------------------------------------------------------------------------------------------------------------------------------------	------------	--------------------------------------------------------------------------------------------------------------