

Concerteenies

RISK ASSESSMENT

Activity: Concerteenies Woodland Concerts

Location: Highfield Adventure Playground, Crowther Place, Sharrow Sheffield

Date/Time of Activity: Numerous dates in July–August 2021

Date of Assessment: 20th July 2021

Assessment by: Polly Ives (Director) and Hannah Jones (Project Manager)

Attendees: Children (0–7 year olds), their siblings and grown-ups. Up to 4 professional musicians and 6 staff per event

LIKELIHOOD OF RISK:

- 1 = Very unlikely
- 2 = Unlikely
- 3 = Possible
- 4 = Likely
- 5 = Very likely

RISK

- 1 = Acceptable, no further action needed
- 2 = Adequate, look to improve at next review
- 3 = Tolerable, look to reduce risk
- 4 = Unacceptable, stop activity and make immediate improvements

Identify Hazard	People at Risk	Existing Control Measures	Likelihood	Rating
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Trip hazards / obstructions/ injury	Participants, staff	Staff to ensure entrance routes are kept clear. Wires/ cables/ gazebos/ display banners are clearly secured and/or marked. Children are not allowed on the stage area. Briefing at the start of each morning. Adults are responsible for their children at all times, especially on the playground equipment.	3	1
Fire	Participants, staff	Staff trained in fire safety and evacuation procedures are carried out in calm and orderly way.	2	1
Person taken ill on site	Participants, staff	Staff trained as first aiders	2	2
Lost children	Participants	Staff to brief families. Exits to be secure.	2	2
Child abuse	Children	Relevant staff CRB checked. Accessible Safeguarding Policy implemented. A member of staff on the entrance - entry by ticket only and remain vigilant.	2	1
Extreme weather conditions	Participants, staff	Precautions to parents about extreme weather conditions (water, hats, shade) The event will only be cancelled if there are dangerous weather conditions (including lightening/ extreme flooding).	3	1
Pets	Participants	Pets are not allowed to events except Guide Dogs and in which case, staff to brief the owners.	2	1

EXTRA COVID-RELATED PRECAUTIONS

Concertteenies refers to official advice from the Department for Education and the Musicians' Union. We work in line with the venue's policies and keep informed about any mutual changes. We will update staff, musicians and parents/ carers of any new relevant guidance.

- This is an outside event with plenty of open space.
- Audience members and staff are encouraged to wash their hands regularly and antibacterial gel will be provided on arrival.

- Audience members will check in using the contactless Eventbrite app at the front door.
- Audience capacity is restricted to 50 main adults (family groups) plus their children to allow for social distancing. Families will be spaced around the site with mats.
- Sanitiser will be provided around the craft materials and percussion instruments areas.
- Staff, musicians and families are not permitted to attend if they have virus symptoms or if they have come into contact with someone who has tested positive. They will be reminded to self-isolate following current government guidance. Public health advice will be followed regarding whether any groups need to self-isolate as a result of a member of staff or family displaying Covid-19 symptoms.
- Everyone is encouraged to maintain a 1m distance from others during freeplay.
- Staff and musicians are encouraged to take a Lateral Flow Test within 48 hours before the event.
- Access to toilets carefully monitored to limit numbers at any one time and participants encouraged to wear masks inside.
- Indoor areas are out of bounds (use of the kitchen is for staff members only)