



The New Wolsey Theatre

		Likelihood				
		Very Unlikely	Unlikely	Possible	Likely	Very Likely
		1	2	3	4	5
Severity	Negligible	1	2	3	4	5
	Minor	2	4	6	8	10
	Moderate	3	6	9	12	15
	Major	4	8	12	16	20
	Extreme	5	10	15	20	25

Risk matrix used in risk assessment below  
RR = residual risk

Use guidance from Gov.uk, Public Health England (PHE), Department of Health & Social Care (DHSC), Health & Safety Executive (HSE) and NHS to ensure the risk assessment is following the latest advice.  
Please refer to the NWT specific method statements in conjunction with this risk assessment.

## Coronavirus (COVID-19) Risk Assessment - Participation

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### Contents:

Exposure risk  
Travel  
Access & egress  
Welfare / Hygiene  
Social distancing (2m and working within 2m of workers)  
Manual Handling  
First Aid

**Assessment date:** 30th September 2020

**Review date:** monthly

**Version:** 1.0

Hazard	Risk	Control measures	RR	Persons at risk
Exposure from others due to: 1) Living with someone with a confirmed case of COVID-19. 2) Have come into close	4 x 3 = <b>12</b>	<ul style="list-style-type: none"> <li>Pre-workshop wellbeing forms completed by artists/staff before travelling to workshop venue.</li> <li>Pre-activity information provided to participants/parents on identifying symptoms. Restricting participants to those that have self-identified as symptom-free.</li> </ul>	4 x 1 = <b>4</b>	Staff Participants

<p>contact (within 2 metres for 15 minutes or more) with a confirmed case of COVID-19.</p> <p>3) Being advised by a public health agency that contact with a diagnosed case has occurred.</p>		<ul style="list-style-type: none"> <li>• All on-site activity to include a pre-session temperature check where appropriate (exceptions could include school groups working in bubbles).</li> <li>• Clearly signposted routes in and around workshop areas, including one-way systems where required.</li> <li>• Delivering all activities in line with the relevant guidance on social distancing and out of school participatory activity, including the wearing of face coverings for any activity that requires participants to be less than 2 metres apart.</li> <li>• Planning activity with reference to all relevant guidance, including adapting content to allow for greater social distancing and a reduction in the amount of aerosol produced by young people and artists. Where appropriate, sharing these plans with participants and partnership organisations to ensure compliance with infection mitigation adaptations.</li> <li>• Having additional hand sanitisation products and PPE available in workshop spaces for participants, staff and artists.</li> <li>• Scheduling moments for hand sanitisation and PPE reminders to given during workshops.</li> <li>• Additional ventilation of the workshop space where possible.</li> <li>• Restricting group numbers in line with current government guidelines.</li> <li>• Working groups established.</li> <li>• Allocation of toilets and break-out spaces will be in line with our safeguarding policy. Additional attention will be paid to ensure where more than one activity is scheduled in a day, participants will be kept separate and adequate time will be allowed for additional cleaning of spaces between activities.</li> </ul>		
<p>Suspected case whilst working on site</p>	$4 \times 4 = 16$	<p>If a member of staff/participant develops a high temperature or a persistent cough while at work, they should:</p> <ol style="list-style-type: none"> <li>1) Be isolated from the group and return home as soon as possible</li> <li>2) Avoid touching anything</li> <li>3) Cough or sneeze into a tissue and put it in a bin, or if they do not have tissues, cough and sneeze into the crook of their elbow.</li> <li>4) They must then follow the guidance on self-isolation.</li> <li>5) Activity should be paused for high touch areas in the participation space and supporting spaces to be cleaned. Social distancing should be maintained.</li> </ol>	$4 \times 1 = 4$	<p>Staff Participants</p>
<p>Access / egress to site</p>	$4 \times 4 = 16$	<p>Where possible, we will implement the following practices:</p> <ol style="list-style-type: none"> <li>1) Schedule activity to avoid groups mingling or overlapping at start and finish points.</li> <li>2) Monitor site access points to enable social distancing – including discouraging parents/carers from gathering at drop off and pick up times in front of house areas.</li> </ol>	$4 \times 1 = 4$	<p>Staff Participants</p>

		3) Require all staff and participants to wash or sanitise their hands before entering or leaving the site		
Participants or artists/practitioners exposure from others while working in an education setting	4 x 3 = <b>12</b>	<ul style="list-style-type: none"> <li>Relevant NWT policies to be followed, as above, e.g. Artists/practitioners to complete NWT wellbeing questionnaires for delivery in education settings.</li> <li>Any additional precautions or protocols that the education setting has in place to be followed by NWT practitioners/artists.</li> </ul>	4 x 1 = <b>4</b>	Staff Participants

## Use of this risk assessment

This risk assessment is designed to be used in tandem with the NWT risk assessment for staff and visitors, and is framed by the NWT Virus Protection Protocol for Participation Activity.

## Training

All staff must be trained regarding NWT Covid Policies, this is logged and held by Lucy Parker, Operations Manager.

## Management

- Please ensure all staff are aware of reporting requirements and that all confirmed cases are escalated to your H&S competent person.
- Information notes are to be sent out and any updates communicated in a timely manner to the workforce.
- This must include letting staff know about symptoms and actions the medical professionals are advising people to take.
- A colleague who has been isolated for 14 days cannot return to work until the appropriate 'fit note' documentation is provided by their GP/healthcare provider to demonstrate they are now fit to return to work.
- Assessments to be reviewed every 6 months or where significant change has occurred
- Please remind staff that in order to minimise the risk of spread of infection, we rely on everyone in the industry taking responsibility for their actions and behaviours.
- Please encourage an open and collaborative approach between your teams on site where any issues can be openly discussed and addressed.

If in England call **NHS on 111** where you will be assessed by an appropriate specialist. NHS guidance is that you do not go directly to your GP surgery, community pharmacy or hospital unless an emergency occurs.