

CLACHAN VILLAGE HALL – PERFORMANCE/PROJECT RISK ASSESSMENT

Type of Event	Organisation/Person	Date(s) of Event	Time(s)
Contact Name	Email	Phone	Location(s) of event

HAZARD CHECKLIST: PLACE X AGAINST “YES” OR “NO” AND RISK ASSESS THE HAZARDS ON THE FOLLOWING PAGES								
YES	NO	DOES THIS RISK APPLY?			YES	NO	DOES THIS RISK APPLY?	
		RISK OF INJURY DUE TO FALL: Are you planning to work above ground level; on ladders, tables or chairs, raised set or by lifting persons etc? This includes during your rehearsals, set-up and performance.					IMPACT: Is there any stage fighting or complex rapid movement where injury due to impact could occur; this could be in the form of dance, clowning, physical theatre or drama? Could any impact damage space or set as well as persons?	
		FALLING OBJECTS: Are you planning to hang any objects from above? How is your set constructed, can anything fall or collapse?					WEAPONS: Are you planning to use any form of weapon in your rehearsals or performance, e.g., swords, knives, guns, clubs – including replica or toy versions? Do you plan to use any item to represent a weapon?	
		SLIPPING OR TRIPPING: Will you be using either props, set, drapes, costume or other articles that could cause a trip or slip on stage? Will you be acting or behaving in a manner that could cause a trip or slip to yourself or other members of your company?					UNUSUAL USE OF OBJECTS OR EQUIPMENT: Are you planning to use any objects or performance space in an unusual manner, could this pose a risk?	
		SPILLAGE: Are you using any liquids or foodstuffs? Are any liquids near electrical equipment on or off stage? If liquid is spilled can it cause a risk of a slip?					PYROTECHNICS: Are you planning to use any explosive devises (no matter how small)?	
		FIRE: Are you planning to use any open flame, e.g., smoking, candles, incense etc?					IMPAIRMENT: Are you using any other devices that mean a performer could be impaired; e.g. , blindfolded or handcuffed? Are you aware of any personal impairment, e.g., personal disabilities, illnesses or medication?	
		ELECTRICAL HAZARDS: Are you bringing in any electrical equipment? If so, you must contact the Hall Committee well in advance to have the Item PAT tested. If you are using electrical items on stage could they cause a fire or burn hazard?					ANY OTHER HAZARD?	
		UNSTABLE SURFACES: Are you planning to stand on any object not specifically designed for that purpose? Are you using any objects or set that are not professionally built or of questionable integrity or using them in a manner that could cause them to be unstable?						

Please continue on further sheets if required and complete declaration below:

Delete whichever does not apply –

- (1) We have identified the above hazards and have completed a thorough Risk Assessment. We will implement all relevant control measures. We fully understand and accept responsibility for the risks associated with our activity and for any accidents or damage which may occur as a result of or associated with our activity and indemnify Clachan Village Hall accordingly;
or
- (2) We have carefully considered all possible hazards. There is no significant hazard or risk which applies to our project/performance. We accept responsibility for any accidents or damage which may occur as a result of or associated with our activity and indemnify Clachan Village Hall accordingly.

Name and Role: _____ **Signed:** _____ **Date:** _____