

# OUTDOOR EVENT RISK ASSESSMENT COVID-19

**OUTDOOR EVENT:** Dance Performance Adrift'

**LOCATION:** Arts By The Sea, Bournemouth

**EVENT ACTIVITY:** Dance performance

**LENGTH OF ACTIVITY:** 25 mins, 2 PERFORMANCES

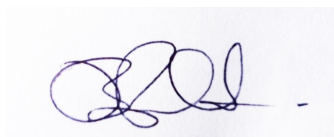
**EVENT DATE:** 2nd & 3rd October 2021

**NO. OF PERSONS EMPLOYED/STAFF/STEWARDS:** 3

**ASSESSOR:** Beth Powlesland

**ASSESSMENT DATE:** 23/02/2021

**SIGNATURE:**

A handwritten signature in blue ink, appearing to be 'B. Powlesland', written on a light-colored rectangular background.

**ASSESSMENT DISCUSSED AND AGREED WITH EVENT ORGANISER:**

**ORGANISER NAME:**

# Summary of Risk Mitigations:

## Audience

- Adrift is naturally socially distanced from all audience members, due to a large set (the ocean) which surrounds the performance area.
- Kapow will use a rope to mark an additional 2m of space in a circle around the entire set for additional safety.
- Audiences will need markers so they can sit socially distanced in a full circle around the performance space.

## Performers

- The dancers will form a professional fixed group. They will self isolate prior to rehearsals/performance for 7 days, they will then be PCR tested before arriving at shared accommodation where they will stay for the duration of any rehearsal/travel/performance to make sure everyone within the bubble is safe.
- They will still practise ventilation, mask wearing, handwashing and social distancing wherever possible. (When not performing partnering work during the show).
- The dancers will remain socially distanced from all others throughout the event.
- The dancers will require separate bedrooms in any accommodation provided.

## Equipment

- The dancers will set up the set for the performance themselves.
- The dancers will clean and take down all equipment owned by Kapow.
- The performance requires a PA system with a jack to jack connection. Kapow will bring their own jack to jack cable and can then use their own device to play the sound, so no sharing of devices.

# RISK ASSESSMENT- KAPOW

## HAZARD AND RISK IDENTIFICATION- COVID 19

EVENT: PERFORMANCE OF ADRIFT

LOCATION:

DATE:

ACTIVITY	SIGNIFICANT HAZARDS IDENTIFIED	PERSONS AT RISK	RISK RATING			CONTROL MEASURES	DATE ACTIONED
Dance Performance (x2 per day)			Hazard x Risk = Risk Level				23/02/2021 SIGNATURE
<p><b>1. Spread of Covid-19 through exposure from others</b></p>	<p>Living with someone with a confirmed case of COVID-19.</p> <p>Come into close contact (within 2 metres for 15 minutes or more) with a confirmed case of COVID-19.</p> <p>Being advised by a public health agency that contact with a diagnosed case has occurred- (e.g. through track and trace)</p>	<p>Performers/Artists/Crew, Public</p>	5	3	15	<p>Performers/artists/crew required to be fully aware of the common symptoms of Covid-19.</p> <p>Performers/artists/crew required to NOT attend if:</p> <ul style="list-style-type: none"> <li>They have symptoms of the disease</li> <li>They have been in contact with anyone with the disease in the last 14 days</li> <li>They have been contacted by health officials from any tracking system e.g. track and trace.</li> </ul> <p>They will avoid using public transport where possible (see also Travel below).</p> <p>If any performer has an underlying health problem making them more vulnerable to Covid-19 they will not perform.</p> <p>Performers will be in a 'fixed group' for Adrift thereby having close contact with as few people as possible.</p> <p>In their fixed group to reduce any potential</p>	BP

viral load we will minimise time requiring the performers to be face to face and ensure performers wear a mask for all rehearsals.

They will be required to maintain social distance from all others at the event, and where 2 m is not possible they will wear a mask.

They will be regularly washing/sanitising their hands throughout the event.

Each performance team will be responsible for storing, cleaning and maintaining its own costumes, props, make up etc.

Members of the public are generally expected to be aware of their own health and not potentially compromise others knowingly.

Risks from unintended infection by members of the public to be reduced by maintaining appropriate distancing.

Performance area measures: -

Kapow to cordon off their performance area on all sides with ocean and additional rope to maintain distance. The rope will be placed 2 meters further away on all sides to ensure appropriate distance from members of the public is maintained.

The set up, performance and take down will take place within that area on to a trolley to be wheeled in/away easily.

						<p>We will work with the event organiser to ensure audience distance is maintained in line with current guidance.</p> <p>Before entering any fixed group settings, such as partnering in rehearsal or sharing vehicles - both dancers will self isolate for 7 days and then be PCR tested.</p> <p>Both performers must test negative to enter into the fixed group.</p>	
<b>2. Suspected Illness: -</b>	Persons displaying symptoms of disease or otherwise feeling unwell prior to attending location	Performers/Artists/Crew, Public	5	3	15	<p>Performers/artists to monitor their personal health and be aware of common symptoms</p> <p>Maintain records of names and contact details of venues or locations attended whilst on tour.</p> <p>Review recent contacts of person reporting as ill and advise other contacts.</p> <p>Personnel required to declare any circumstances where they may feel unwell and avoid attending any workplace.</p> <p>Note – Complete honesty is encouraged to help prevent possible unintended spread of disease</p> <p>Follow government advice of self isolation and only leave house on the following circumstances: for medical reason; to shop for necessary food supplies; for exercise</p> <p>Stay at home and only attend hospital in an emergency. Do not attend GP surgery and phone NHS line (111) if further advice is required Contact TTI service</p>	BP

						Public advised to not attend if feeling unwell.	
<b>3. Travel -</b>	Exposure to others who may unknowingly have the disease	Performers/Artist s/Crew,	5	3	15	<p>Avoid use of public transport where possible, travelling by car/van instead.</p> <p>Wear face covering if using public transport or if travelling with a fixed bubble in one car/van.</p> <p>Keep the car/van windows open to help ventilation and face forwards where possible.</p> <p>Carry alcohol based hand sanitiser and use after touching all shared surfaces such as handrails or ticketing machines</p> <p>Maintain high personal hygiene measures including covering face when coughing, clearing throat or sneezing in public areas. Wearing masks where needed in public areas on the journey to/from the performance site.</p> <p>Avoid touching face or eyes as far as possible</p> <p>Ensure car/van parking arrangements clarified with premises operators</p> <p>Clean face covering every day when used in public areas</p>	BP
<b>4. Access to/use of locations- including dressing rooms</b>	<p>Potential spread of disease through contact with surfaces that may harbour viral particles</p> <p>Exposure to others who may</p>	Performers/Artist s/Crew	5	3	15	<p>Kapow staff will cooperate with the Event Presenters (and/or their appointed representatives) at all times, and abide by any site rules, evacuation, fire, procedures, etc., and not to interfere with any safety devices, practices or other provided in the interest of safety.</p> <p>Kapow Dance to liaise with the Event Presenters to ensure the company has</p>	BP

	unknowingly have the disease				<p>details of all relevant procedures in relation to access/use of locations- we will work in line with your Covid-19 protocols</p> <p>Locations required to provide safe means of access to all work settings with clear procedures for maintaining distancing in queues or provision of site/equipment inductions</p> <p>All persons required to note and follow local procedures for access to premises.</p> <p>Follow markings and signage for maintaining distancing at entry points</p> <p>Comply with any access temperature checks (if required) and follow directions of premises staff</p> <p>Wear masks indoors where unable to maintain distance</p> <p>Follow any one-way systems and restrictions on the use of elevators or stairways etc</p> <p>Location to provide hand sanitiser at entrances</p> <p>Dressing room to be provided and We will also:</p> <p>Wash hands on arrival at premises before starting work and at the end of shift</p> <p>Use hand sanitiser where hand washing facilities not immediately available</p>	
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						<p>Arrival times to be scheduled or staggered to avoid excessive queuing or crossover at entry points (see also Cleaning and Maintenance)</p> <p>Consider if possible to block open commonly used doorways (except emergency/fire doors) to prevent or reduce unnecessary frequent contact</p> <p>We require storage of our props in a secure location overnight if doing a 2 day gig- we will ensure all props are sanitised and bagged up after use, before they are stored and comply as above with covid-appropriate access protocols</p>	
<b>5. Suspected case whilst on site</b>	Exposure to others who have the disease or exposing others	Performers/Artists/Crew/Event team/Public	5	3	15	<p>Persons required to advise production management immediately if they or anyone else on the premises is taken ill whilst at work</p> <p>Report to location management circumstances of anyone feeling or being taken ill whilst at a workplace</p> <p>Persons taken ill required to remove themselves from the premises as soon as possible to prevent possible further exposure</p> <p>Inform all persons present at the time of someone being taken ill to consider isolation and contact TTI service</p> <p>Premises management to carry out cleaning or sanitising as necessary.</p> <p>All confirmed cases to be reported via RIDDOR where it is reasonably suspected transmission occurred in a workplace.</p>	BP



<p><b>6. Personal hygiene &amp;</b></p>	<p>Cross contamination from surfaces or from hands to face</p>	<p>Performers/Artists/Crew/</p>	<p>5</p>	<p>3</p>	<p>15</p>	<p>General Hygiene:</p> <p>Production/locations to ensure suitable sanitary facilities are provided that are maintained as clean and with sufficient supplies of soap and paper towels</p> <p>All staff and visitors required to wash hands thoroughly and regularly.</p> <p>Use soap and water for at least 20 seconds.</p> <p>Use alcohol-based hand sanitiser if soap and water is not immediately practical,</p> <p>Gel sanitisers will always be carried by Kapow staff in case washing facilities aren't available.</p> <p>Avoid direct physical contact with public</p> <p>Wash/sanitise hands every hour where possible and where using commonly touched equipment or surfaces</p> <p>Avoid touching any surfaces unnecessarily</p> <p>Avoid touching your face/eyes/nose/mouth with unwashed hands and cover your cough or sneeze with a tissue then throw it in the bin.</p> <p>Sanitise your hands after blowing your nose/sneezing.</p> <p>Props/Equipment for Adrift:</p> <p>All props/costume to be handled by Kapow staff only</p>	<p>BP</p>
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Each performer will have his/her own dedicated costume

Costumes to be stored in protective bags. After each use the costumes must be washed/cleaned at 60 degrees, dried and placed in a clean bag.

Each performer will bring his/her own washbag to the event.

Soft (fabric) props to be sprayed with sanitiser before use. After the event the props should be sanitised and stored in a clean bag.

Hard surface props to be wiped down with sanitiser (using disposable cloths) before and after use.

Once props/costumes are washed/sanitised store in a clean bag for transportation. Fresh clean bags to be used each time.

Kapow will bring their own cable to plug into the PA system and wipe any surfaces touched with antiviral wipes after PA use

<p><b>7. Cleaning and Maintenance</b></p>	<p>Cross contamination from surfaces or from hands to face</p>	<p>Performers/Artists/Crew/</p>	<p>5</p>	<p>3</p>	<p>15</p>	<p>Frequent cleaning of premises/show equipment to include common or frequent touch surfaces where appropriate</p> <p>Staff to use cleaning products suitable for surface (such as bleach solutions for floors, antiviral wipes) etc and use appropriate PPE for chemical hazards</p> <p>Staff to exercise frequent good personal hand hygiene</p> <p>Staff to follow company cleaning protocols for props/costumes- once washed/sanitised stored in a clean bag for transportation. Fresh clean bags to be used each time</p>	<p>BP</p>
<p><b>8. Waste Management</b></p>	<p>Contamination through contact during arrangements for disposal of waste including paper towels, used wipes or other sanitary waste</p>	<p>Performers/Artists/Crew</p>	<p>5</p>	<p>3</p>	<p>15</p>	<p>Kapow staff required to dispose of all waste in identified receptacles</p> <p>Frequent removal of all waste by location management under specific assessment</p> <p>Staff to use gloves when handling waste bags and ensure containers are wiped at the time of removal.</p> <p>Staff to ensure good personal hand hygiene</p> <p>Reusable gloves to be cleaned regularly</p>	<p>BP</p>

<b>Manual Handling</b>	Working in team lifting situations may require close personal contact with others leading to potential exposure	Performers/Artists/Crew	5	3	15	<p>Only Kapow staff to be lifting/handling show specific equipment.</p> <p>Fixed bubble allows us to be in closer contact with mitigation for risk- wear masks for all loading/unloading/set up/take down</p> <p>Standard manual handling techniques to be employed to reduce or eliminate the need for team lifting as far as possible</p> <p>Plan tasks to consider efficient use of time and physical exertion required (eg unpack transit case and fit directly to lighting bar)</p> <p>Use of personal gloves when handling equipment</p> <p>Use of buddy system to ensure the same small teams (2-4 max) work together on all lifting tasks to limit exposure spread</p> <p>Limit face to face contact within 2m with others as much as possible and reduce contact time to periods of 15 minutes at a time (eg. Unloading vehicles or removing heavy equipment from cases)</p>	BP
<b>10. First Aid</b>	Arrangements for first aid must consider potential infection of first aider	First Aider	5	2	10	<p>Production management to ensure the procedures for accessing first aid are clarified</p> <p>Access to first aid kits by authorised persons only and distribution of plasters or similar very minor injuries using medical grade disposable gloves for injured person to self-treat</p> <p>Kapow will provide a basic first aid kit for the Kapow team and have a first aider on tour or</p>	BP

					<p>have identified the event organiser's first aid to know who to contact if needed.</p> <p>All serious injury or illness to be treated via 999 response.</p> <p>Resus via defib or compressions avoiding mouth to mouth rescue breaths</p>		
<b>11. Use of PPE</b>	Shared PPE may present risk of cross contamination		5	3	15	<p>All persons expected to be able to provide their own face covering or mask for limited occasions it is required</p> <p>Use of gloves is not a replacement for good personal hand hygiene</p> <p>Task specific PPE (harnesses etc) to be assessed as normal, kept for personal use only, and cleaned regularly according to manufacturers instructions</p> <p>Regular cleaning/disinfection of facemasks or coverings</p> <p>Avoid sharing PPE</p>	BP

<b>Risk Rating</b>		
<b>Hazard (Severity)</b>	<b>Value</b>	<b>Risk (Likelihood)</b>
<b>Negligible</b>	<b>1</b>	<b>Unlikely</b>
<b>Slight</b>	<b>2</b>	<b>Possible</b>
<b>Moderate</b>	<b>3</b>	<b>Quite Possible</b>
<b>Severe</b>	<b>4</b>	<b>Likely</b>
<b>Very Severe</b>	<b>5</b>	<b>Very Likely</b>

**Hazard Value x Risk Value = Risk Level**

<b>Ranking of Risk (Risk Level)</b>	
<b>1 – 4</b>	<b>Low Risk</b>
<b>5 – 15</b>	<b>Medium Risk</b>
<b>16 - 25</b>	<b>High Risk</b>

**Low Risk** – risk can be acceptable.

**Medium Risk** – acceptable with adequate control measures in place.

**High Risk** – action must be prioritised and timetabled to reduce risk to an acceptable level.