



### COVID-19 Audiences and Public risk assessment

Title	Coronavirus (COVID-19) Risk Assessment – Building user, public and audiences		Version	9		Date	24/9/21	
Type of Activity and related hazards	Who might be harmed by this hazard?	How might they be harmed?	Control measures to mitigate risk			Residual risk level	Who is responsible for Control measures	
Large numbers of people moving around the Theatre	Public, customer facing staff	Increased or heightened COVID symptoms/ risk of infection, if exposed to COVID-19 infection	<ul style="list-style-type: none"> <li>• All FOH areas will be cleared of clutter</li> <li>• Music will be played at a lower level within the foyer spaces to reduce the need for people to raise their voice</li> <li>• Increased air flow throughout the Theatre and foyer spaces</li> <li>• Curve staff will all wear masks/visors as necessary and maintain social distancing between each other and public</li> <li>• Sanitiser stations will be positioned around the Theatre</li> <li>• Audience members will be asked to wear masks when entering the Theatre.</li> <li>• Plastic screens will ne installed at both bar and café servery areas.</li> <li>• Audience members will be encouraged to use common sense in keeping distance in crowded areas.</li> <li>• All curve staff and members of the visiting companies carry out Lateral Flow testing at least twice a week.</li> <li>• All staff are encouraged to undertake the COVID vaccine.</li> </ul>			Med	COVID-19 response manager, Visitor experience team, box office	



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Assisting public/selling of food and beverage items	Public, Curve hospitality staff.	Increased or heightened COVID symptoms/ risk of infection, if exposed to COVID-19 infection	<ul style="list-style-type: none"> <li>• Limited food offering to reduce queueing</li> <li>• Interval drinks can be pre-ordered, to reduce queueing at the bar during the interval.</li> <li>• All hospitality staff involved in food and drink preparation will utilise enhanced cleaning processes, namely;               <ul style="list-style-type: none"> <li>○ Washing hands using hot soap and water more regularly</li> <li>○ Washing hands before and after touching food or drink that will come into contact with customers</li> <li>○ Will ensure that any handling of money will be kept to an absolute minimum</li> </ul> </li> <li>• Items such as sugar and stirrers will be given at point of sale so as to reduce the chance of contamination.</li> <li>• All front of house staff will wear face covering, this may include mask and visor.</li> <li>• All curve staff and members of the visiting companies carry out Lateral Flow testing at least twice a week.</li> <li>• All staff are encouraged to undertake the COVID vaccine.</li> </ul>			Moderate	Hospitality and visitor experience teams.	



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Providing first aid services to public	All persons using the building.	Exposure to infection, leading to development of COVID-19 symptoms.	<ul style="list-style-type: none"> <li>• First aiders should receive extra instruction on dealing with the risks involved with COVID and when treating someone for First aid</li> <li>• First aid boxes should be regularly checked and kept stocked with 'in date' equipment. COVID specific additions should also be included in the first aid boxes, namely;               <ul style="list-style-type: none"> <li>○ Surgical mask, of fluid repellent type</li> <li>○ Eye protection (visor or goggles)</li> <li>○ Disposable apron</li> </ul> </li> <li>• Extra surgical gloves</li> <li>• First aid should be carried out in a ventilated area if possible, to reduce the chance of any cross infection</li> <li>• If possible, try to direct the injured person to treat and care from themselves</li> <li>• IF CPR is needed, only use chest compressions, do not carry out rescue breaths, unless you have a resuscitator and are trained to use it.</li> <li>• All curve staff and members of the visiting companies carry out Lateral Flow testing at least twice a week.</li> <li>• All staff are encouraged to undertake the COVID vaccine.</li> </ul>			Med	BTD, Duty Managers	



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High levels of people within auditoria	All persons using the building	Exposure to infection, leading to development of COVID-19 symptoms	<ul style="list-style-type: none"> <li>• Ushers and Front of House staff, will remind audience to keep masks or face coverings on, whilst in the building.</li> <li>• Increased air flow within the auditorium will ensure any COVID-19 particles are dispersed.</li> <li>• Air handling units are driven by CO2 levels, increasing the fan speed to dilute concentration of CO2.</li> <li>• Sensors ensure that CO2 ppm (parts per million) are kept below 700ppm.</li> <li>• Air handling and fans are set to ensure a ventilation rate of 10-14 litres per second per person(l/s/p) <i>WHO recommend ventilation rates of 8-12 l/s/p</i></li> </ul>		Med	Visitor Experience Manager, Head of Hospitality and Operations	
Cleaning - Surfaces	All persons using the building	Exposure to infection, leading to development of COVID-19 symptoms	<ul style="list-style-type: none"> <li>• Cleaning staff will carry out enhanced cleaning throughout the building during the day.</li> <li>• Extra cleaning will also take place on regular contact areas to reduce the risk of transmission.</li> <li>• Anti-bacterial and anti-viral sanitiser will be used for all cleaning</li> <li>• All public facing areas will have cleaner check sheets, which are signed to ensure public that areas have been cleaned and checked.</li> <li>• Cleaning rota's have been amended to take into account numbers of building users.</li> </ul>		Low	Cleaners, Buildings and Technical Director	



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Cleaning - Auditoria	Office staff	Exposure to infection, leading to development of COVID-19 symptoms	<ul style="list-style-type: none"> <li>• Cleaning staff will clean the auditoria in the morning, and between shows in the event of a multiple show day.</li> <li>• Electrostatic sprayers will be used to disinfect the auditorium before the house is opened to public.</li> <li>• Sanitiser will be stationed within the auditorium.</li> <li>• Air quality sensors are utilised in both the Theatre and Studio, to ensure air quality remains within spec.</li> <li>• Air supply and extraction within all auditoria has been increased to ensure any covid particles are moved and extracted.</li> </ul>		Low	Cleaning team, HOD's, individual staff	
Use of toilets	Office staff, cleaning staff	Exposure to infection, leading to development of COVID-19 symptoms	<ul style="list-style-type: none"> <li>• Toilets will be deep cleaned every day and spot-checked throughout the day.</li> <li>• Queues will be managed for all toilets, to prevent over-crowding within the toilets.</li> <li>• Soap dispensers will be regularly checked to ensure they remain full</li> <li>• Tissues will be available for coughs and sneezes.</li> <li>• NHS hand washing posters will be put up in all toilet areas, reminding people on how to wash their hands effectively.</li> </ul>		Low	HOD's, SMT	



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Arrival at the Theatre	Audience members, FOH staff, Hospitality	Exposure to infection, leading to development of COVID-19 symptoms	<ul style="list-style-type: none"> <li>NHS test and trace QR code will be on all entrance doors.</li> <li>People who cannot use a device to register using the QR code, must give contact details to an usher, upon entry.</li> <li>Thermal camera will be positioned on all doors to capture any high temperatures of audience members.</li> <li>All audience members will be asked, where possible, to wear a face covering. Face coverings will be given to people who have forgotten their face covering.</li> </ul>			Low	All staff. HOD's, SMT
Audience departing at close of performance	Audience members, FOH staff	Exposure to infection, leading to development of COVID-19 symptoms	<ul style="list-style-type: none"> <li>Routes will be highlighted to use for exit,</li> <li>Toilets will be available for use on exit, although this will be limited to the toilets directly on the exits.</li> <li>The foyer will be kept clear of clutter to provide a safe egress.</li> <li>No refreshments will be available after the performance</li> </ul>			Low	Visitor experience manager



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Work activities – Moving around the building	Staff, company, contractors, public	Exposure to infection, leading to development of COVID-19 symptoms	<ul style="list-style-type: none"> <li>• When moving around the building, audience are encouraged to keep distance in crowded spaces.</li> <li>• Hand should be washed/sanitised when entering or leaving a room/area, by utilising the sanitiser dispenser around the building.</li> <li>• Unless exempt, a face covering should be worn when moving around the building.</li> </ul>		Low	Staff/SMT
Emergency activity - Evacuation of building	Staff/visitors/ Public/ company	Exposure to infection, leading to development of COVID-19 symptoms	<ul style="list-style-type: none"> <li>• Emergency evacuation procedures remain the same for the whole building.</li> <li>• Staff with extra duties in the event of an emergency evacuation, remain unchanged.</li> <li>• Once at the assembly points, social distancing should remain as far as is reasonably practicable. Fire Marshalls will advise.</li> <li>• Fire alarm and other safety systems will be kept in full working order.</li> </ul>		Low	Buildings and Technical Director



### COVID-19 Audiences and Public risk assessment

Created by	Approved By	Date
Jay Bridges – Buildings and Technical Director	Chris Stafford - CEO	24/9/21
This risk assessment will be reviewed on 11 <sup>th</sup> October 2021, or when there is change in guidance and/or change in circumstance that reflects a change in control measure.		

### **RISK ASSESSMENT**

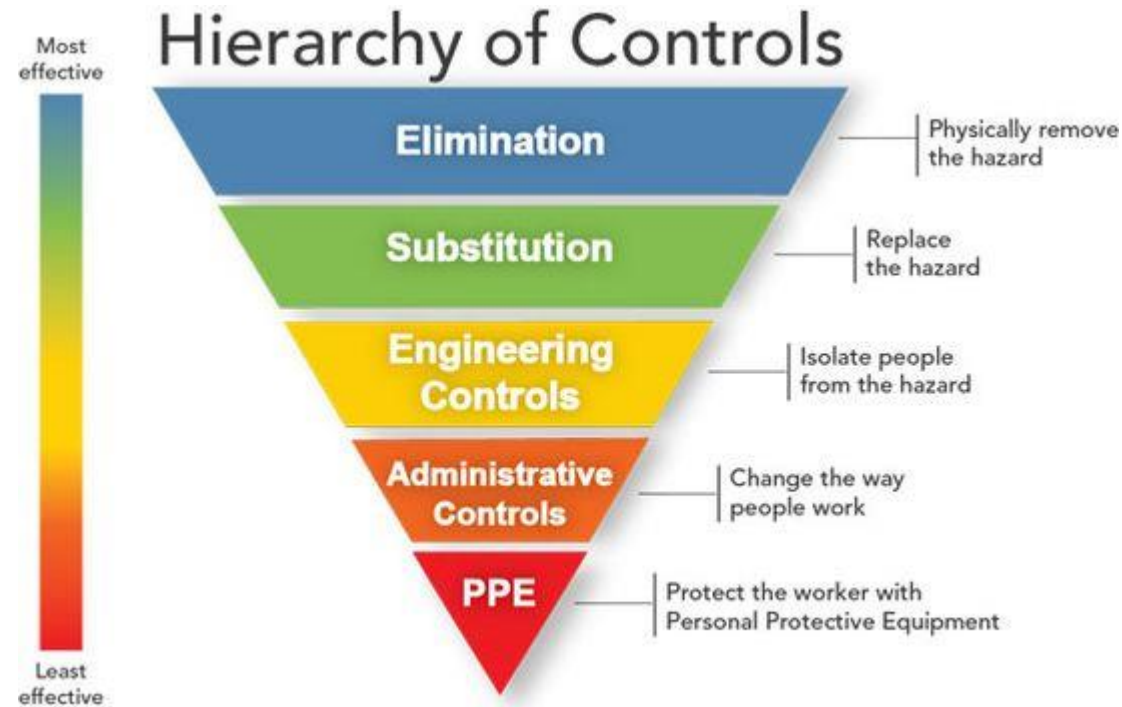
Following the recent Government announcement, the country is in the final stage of the Government roadmap. From the 19<sup>th</sup> July, the Theatre will no longer have a capacity on audience numbers. At all times, the Theatre will follow all national and local guidance and legislation and will use this guidance as a minimum. We may decide, when appropriate, to introduce further measures and mitigations, to ensure the safety of our staff, visitors and artists.

We have a moral and legal responsibility to protect our staff and visitors from any risks to their health and safety. The risk assessment, available as a separate document, recognises, highlights and mitigates, as far as is reasonably practicable, the risks surrounding COVID. The COVID Risk Assessment will be published on our website.

Risks should be reduced to the lowest reasonably practicable level by taking preventative measures, in order of priority. The chart below sets out the order in which preventative measures should be considered.



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### Elimination

The hazard (COVID-19) cannot be entirely removed, but it is important to ensure that, as far as possible, no one with the virus is allowed into the workplace and measures will be put in place to mitigate against this such as temperature checks etc.

### Substitution

Substitution of the virus for something less harmful is not an option in this situation.

### Engineering controls



## **COVID-19 Audiences and Public risk assessment**

We are adopting working practices and measures throughout the building to reduce physical contact. Measures include installing physical barriers in public areas, increasing ventilation and pre-fabrication of sets off-site etc.

### **Administrative controls**

Administrative controls will provide the most practical solutions such as social distancing, provision of more handwashing/ sterilisation facilities and revised cleaning routines.

### **Personal Protective Equipment (PPE)**

PPE is considered to be the “last resort” (excluding face coverings)- that is for circumstances where people cannot be kept more than 2 metres apart.

PPE should be identified as suitable for the purpose, so surgical masks would be IR or IIR types, or respirators should be FFP2 or FFP3. Persons needing to use such PPE should be trained in how to use and fit them.

If gloves are provided, the virus can still be transferred to the surface. If the wearer touches their face, they could still contract the disease.



## COVID-19 Audiences and Public risk assessment

Risk Matrix		Likelihood				
		Very unlikely to happen	Unlikely to happen	Possibly could happen	Likely to happen	Very likely to happen
Severity	Catastrophic	Moderate	Moderate	High	Very High	Very High
	Major	Low	Moderate	Moderate	High	Very High
	Moderate	Low	Moderate	Moderate	Moderate	High
	Minor	Very Low	Low	Moderate	Moderate	Moderate
	Superficial	Very Low	Very Low	Low	Low	Moderate

**Very low, Low** – Proceed with activity, monitor control measures.

**Moderate** – Proceed with caution, simple mitigations must be implemented. Activity must be monitored and continually reassessed.

