

Treehouse Theatre

Risk Assessment for 'The Elves and the Shoemaker' in schools, with additional assessment for Covid-19

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('Workshop' and 'Performance' is used to mean 'The Elves and the Shoemaker' delivered as Pop-Up Story Theatre, throughout this document)

Usual risks from Story and Drama workshops, and performances

Possible Risks	Action
Children falling over during workshop activity	Children to be supervised by a Treehouse actor at all times, and advised to be careful when appropriate.
Children bumping into each other	Adequate space provided to avoid over crowding. Children to be supervised by a Treehouse actor at all times.
Electrical faults with our equipment / school equipment	Electricity to be used with supervision/advice from a relevant member of school staff

Additional precautions

Actors to carry out site-specific risk assessment on arrival, to include:

- Actors to identify themselves to school staff on arrival, in case of needing first aid facilities, or any emergency.
- Actors to assess trip hazards in the space provided and make safe if required (eg moving tables or chairs to one side)
- Actors to note location of fire exits and ensure they remain clear throughout.
- Actors to find out what action to take if a first aider is required (PLEASE NOTE - our actors do not administer first aid)

Summary of Risk assessment (usual risks)

LOW RISK

Risks from Story and Drama Workshops in schools, in relation to Covid-19:

Possible Risks	Action
<u>Actors have Covid-19 but is non-symptomatic and unaware.</u>	Actors will practice social distance with everyone in the school community, and wear face coverings at times when this is not possible (eg on arrival) Performances will be rescheduled for 2 weeks later if any member of the actors household has symptoms or is asked to isolate (even if they have no symptoms) - NOTE the Acting team are living as a household for the duration of the run. Actors will remain 2m from audience members at all times, and further away whenever possible. Actors will use hand-washing and/or hand sanitiser at regular intervals when in school, and in particular immediately before laying out seating
<u>The virus is spread (airborne) within the performing environment</u>	The largest available space should be used (eg the main hall), with windows and doors open for ventilation The maximum time possible should be given for ventilation/cleaning between performances. The performances will be 30-40 minutes long (rather than 1 hour) to reduce time spent in proximity No group singing - if the Treehouse actors perform songs, the audience will be shown how to join in with actions and clapping No audience shouting - the performance will be written so as not to encourage audience shouting Wind instruments will not be played Actors will use microphones to ensure the normal volume of speech is possible rather than projecting or raised voices. Actors, staff and students to follow PHE guidance for good hygiene - using tissues and handwashing
<u>Children / staff from different bubbles come into contact</u>	Multiple performances can be booked to maximise social distancing / bubble separation as required Audiences should enter and exit the hall by different doors to reduce the risk of contact Seating mats will be sanitised between performances
<u>Children / staff coming into contact with eachother within bubbles</u>	School staff will be seated with the children (in bubbles) to ensure they stay as separate as per school risk assessment Interactive elements of the performance will not involve children sharing items Children will be seated all facing forwards Two metre 'corridors' will separate 'bubbles' of children as required by school policies (Treehouse will liaise with schools prior to visit)
<u>Children / staff coming into contact with the actor/s</u>	Seating areas for children will be marked, including a clear edge with either mats or tape to keep students and actor separate. Children will be shown the layout at the start of the workshop so they clearly understand where everyone can be. Two metre 'corridors' will separate the stage area and the start of childrens seating Staff seated with children to help remind them.
<u>Treehouse Theatre carrying the virus between schools</u>	Treehouse actors will follow PHE guidance for hygiene, before entering school premises and throughout the visit . All Treehouse Theatre equipment brought into school will only be handled by Treehouse staff, not school staff or students. All Treehouse Theatre equipment brought into schools will be sanitised regularly.

Children will be encouraged to dress up in home-made costumes if they wish to - no costumes are provided
Children will be using their own shoes as props during the performance, which will only be handled by themselves.

Positive tests / self isolations

BEFORE THE VISIT - Workshops will be rescheduled if school is closed, or the number of workshops will be adjusted if any year group has to self-isolate

BEFORE THE VISIT - Workshops will be rescheduled if either actor has symptoms or is asked to isolate (they are living as a single household to reduce the risk of this).

AFTER THE VISIT - Schools must let us know if they have any positive cases within 2 weeks of our visit so that our actors can self-isolate if required

AFTER THE VISIT - Treehouse will inform school if an actor that visited has a positive test with 2 weeks of our visit

NOTE - There are no financial repercussions for either party if required to follow PHE rules regarding self-isolation or school closures.

Summary of Risk assessment (COVID-19)

For staff and students: LOW RISK

The level of risk from our visit would not greatly add to the existing risk level for staff and students of being in school anyway.

For Treehouse actors: LOW RISK

The level of risk to actors of visiting schools is clearly greater than staying at home, however schools are carefully managed environments with a good understanding of risk management on all sides, and clear strategies in place.

Documents referenced:

"Guidance for Full opening: Schools" Published by UK Department for Education, Updated 17th September 2020

<https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools>

"Actions for schools during the coronavirus outbreak - Music, dance and drama in schools" Published by UK Department for Education, Updated 17th September 2020

<https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools#music-dance-and-drama-in-school>

"Public Health Advice to minimise coronavirus (Covid-19) risks" Published by UK Department for Education, Updated 17th September 2020

<https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools#section-1-public-health-advice-to-minimise-coronavirus-covid-19-risks>

"Working Safely during Coronavirus: Performing Arts" Published by UK Department for Digital, Culture, Media and Sport (DCMS), Updated 11th September 2020

<https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/performing-arts>

"Handling props, musical instruments, technical equipment, and other objects" Published by DCMS, Updated 11th September 2020

<https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/performing-arts#arts-5-4>

"Cleaning of non-healthcare settings" Published by Public Health England, Updated 15th July 2020

(For advice on cleaning props and costumes, and time virus stays infectious on surfaces)

<https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings>

Press release "Indoor performances with socially distanced audiences will be able to take place across the country from 1 August" Published by DCMS, 17th July 2020

(Detail of the 5 stage roadmap for performing arts)

<https://www.gov.uk/government/news/audiences-back-in-theatres-from-1-august>