

# Treehouse Theatre

## Risk Assessment for Story and Drama Workshops in schools, with additional assessment for Covid-19

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('Workshop' is used to mean Story Box, Story Theatre and all History workshops throughout this document)

### Usual risks from Story and Drama workshops:

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	As a general rule our workshops do not require electricity. If it is to be used then it will be 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>Actor has 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) Workshops 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). Actors will remain 2m from audience members at all times, and further away whenever possible. Actors will take their temperature on the morning of the performance, and reschedule for 2 weeks later if required. Actors will use hand-washing and/or hand sanitiser at regular intervals when in school, and in particular immediately before laying out seating/props/costumes for school use
<u>The virus is spread (airborne) within the performing environment</u>	Where possible the workshops will be held outside. When workshops are inside, the largest available space should be used (eg the main hall). Windows and doors should be open. The maximum time possible should be given for ventilation/cleaning between workshops. More than 1 space could be used. No group singing - if the Treehouse actors perform songs, the audience will be shown how to join in with actions and clapping 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>	Workshops can only be booked for a maximum of 30 children or 1 bubble at a time The maximum time possible will be allowed between workshops to allow bubbles to enter and exit the hall without contact  Only one child per school can wear each costume, or touch any one prop, even if we run the same workshop more than once in the day Seating mats will be wiped down between workshops, or a separate set of mats used for each class bubble
<u>Children / staff coming into contact with each other within bubbles</u>	School staff will be seated with the children (in bubbles) to ensure they stay as separate as per school risk assessment Children will be encouraged and reminded not to touch each other. Activities will not involve touching each other or sharing items. Children will be encouraged and reminded to face forwards rather than face each other
<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.

Staff seated with children to help remind them.  
During the workshop, children will be directed to avoid facing each other and avoid any contact with each other or the actor

#### Treehouse Theatre carrying the virus between schools

Treehouse actors will follow PHE guidance for hygiene, before entering school premises and throughout the visit .  
Treehouse Theatre will space out bookings, with 72 hours between bookings of the same workshop at different schools.  
Each of our different workshops have their own discrete sets of props and costumes so its easy for us to track when and where they are last used.  
Children will be encouraged to dress up in home-made costumes. Where Treehouse costumes are used, each costume is allocated to a specific child for the day and not shared, and all will be washed after every use or isolated for 72 hours (if not washable)  
Props will be allocated to a specific child for the workshop for the whole day, and not shared. They will be cleaned after every use or isolated for 72 hours (if not washable)  
Props and costumes that can't be washed will not be used again until they have been isolated for at least 72 hours.  
Costume Masks or costume face coverings will not be worn

#### Positive tests / self isolations

BEFORE THE VISIT - Workshops will be rescheduled if the year group has to self-isolate or school is closed  
BEFORE THE VISIT - Workshops will be rescheduled, or (where possible) a different actor supplied, if the actor or any member of the actors household has symptoms or is asked to isolate.  
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 the actor that visited has a positive test with 2 weeks of our visit

#### **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>