

	Curve Theatre Health & Safety Management System		Doc Ref: VEX03 RA Number: Version: 12	
			Schools and Groups Risk Assessment	
	Name of assessor(s)		Olivia Parker-Timms	Date of assessment
Department	Visitor Experience	Work area	Curve public spaces, auditoria and approved workshop spaces	
Task/Event being assessed	Schools and organised groups attending Curve for performances, workshops and related activity. This assessment covers the additional considerations associated with organised school/group attendance and should be read alongside VEX01 General Public Access Risk Assessment, VEX02 Performance Auditoria Risk Assessment, Curve safeguarding and emergency procedures, and the Curve Generic On-site Workshop Risk Assessment where participatory activity is included. Schools/groups retain responsibility for the supervision, pastoral care and behaviour of their group throughout the visit unless a specific alternative arrangement has been agreed with Curve in advance.			



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			Potential Consequences (Severity)				
			Minor injuries or discomfort. No medical treatment or measurable physical effects	Injuries or illness requiring medical treatment. Temporary impairment	Injuries or illness requiring hospital admission	Injury or illness resulting in permanent impairment	Fatality
			Not significant	Minor	Moderate	Major	Severe
Likelihood	Expected to occur regularly under normal circumstances	Almost certain	Medium	High	Very High	Very High	Intolerable
	Expected to occur some time	Likely	Medium	High	High	Very High	Very High
	May occur at some time	Possible	Low	Medium	High	High	Very High
	Not likely to occur in normal circumstances	Unlikely	Low	Low	Medium	Medium	High
	Could happen, but probably never will	Rare	Very Low	Low	Low	Low	Medium



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A Hazard is something that has the potential to cause harm	What is the risk (probability & severity) of the hazard causing harm or damage?	Assessment Without Controls	All the safety control measures set out below should be in place. Any not in place, identify in additional requirements section of the RA	Assessment with Controls	Other Actions Required
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Hazard / Risk	Risk Evaluation without Control Measures	S	L	R	Current Control Measures to Reduce the Risk	S	L	R	Actions
Arrival, drop-off and collection	Collision with a vehicle during arrival/departure; unsafe handover or collection.	Major	Unlikely	Medium	- Curve provides agreed arrival/drop-off information in advance; Queen Street is the established coach/group drop-off point where applicable. - The Duty Manager is made aware of expected school/group attendance through booking information before public admission. - Schools/groups remain responsible for supervising pupils while approaching, entering and leaving the venue. - Parents/carers, chaperones and transport escorts must make a clear handover to the responsible school/group adult; collection arrangements remain the responsibility of the school/group. - Groups are expected to follow highway controls and staff instructions around the venue.	Major	Rare	Low	
A child, young person or vulnerable person becomes separated from their group	Distress, safeguarding concern or exposure to harm while separated from supervising adults.	Moderate	Possible	High	- Schools/groups maintain suitable supervision and establish a clear meeting point and head count arrangements. - Groups are seated together where reasonably practicable and supervising adults should know the location of their group. - Curve's lost child/vulnerable person and safeguarding procedures apply if a person becomes separated. - Any separation is reported immediately to a member of Curve staff; appropriate staff communications are used to coordinate the response. - Schools/groups remain responsible for confirming that all group members are accounted for at key transition points and before departure.	Moderate	Rare	Low	
Movement through public areas, stairs and circulation routes	Slips, trips, falls, collision or congestion, particularly when large groups move together.	Moderate	Possible	High	- VEX01 General Public Access Risk Assessment applies to normal movement through foyers, entrances, stairs, lifts, doors and circulation routes; VEX02 applies once groups are within seated performance environments. - Duty Managers and Front of House teams monitor public areas and manage crowd flow during busy periods. - Schools/groups keep pupils together, follow staff	Moderate	Unlikely	Medium	



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Hazard / Risk	Risk Evaluation without Control Measures	S	L	R	Current Control Measures to Reduce the Risk	S	L	R	Actions
					- directions and avoid blocking stairs, doorways, foyer routes, gangways and fire exits. • Group movement may be held or staggered where necessary to avoid conflict with other audiences or events. • Access requirements are sort in advance so an appropriate route can be agreed.				
Attendance in an auditorium or performance space	Falls, distress, separation or difficulty moving during ingress, egress, interval, low light performance conditions or other audience movement.	Moderate	Possible	High	• VEX02 Performance Auditoria Risk Assessment applies to the safe occupation and operation of the Theatre, Studio and RR2, including approved seating arrangements, gangways, stepped access, lighting conditions, accessibility and audience movement. • Schools/groups follow Front of House instructions for seating, late admission, re-entry, interval movement and egress. • Supervising adults remain responsible for their group throughout the performance and should position themselves so they can provide appropriate supervision and support. • Schools/groups should identify relevant access or support needs in advance so suitable seating and access arrangements can be considered. • Relevant performance warnings are communicated through Curve's normal booking and audience-information arrangements; schools/groups should share these with pupils and carers as appropriate.	Moderate	Unlikely	Medium	
Workshops and participatory activity	Injury arising from movement, materials, equipment or activity specific hazards.	Moderate	Possible	High	• Where a visit includes a workshop, the Curve Generic On-site Workshop Risk Assessment applies in addition to this assessment. • The workshop space is checked before use and participant numbers are appropriate to the activity and available space. • Any external facilitator receives Curve's relevant workshop risk assessment and session/event information before delivery. • External facilitators provide a written session plan and identify any hazards or controls not covered by Curve's generic assessment; additional or higher-risk activity requires specific assessment and approval. • Teachers/group leaders remain present and retain pastoral responsibility unless alternative arrangements have been specifically agreed.	Moderate	Unlikely	Medium	
Safeguarding of children, young people and vulnerable adults	Physical or emotional harm, inappropriate conduct, disclosure or safeguarding concern.	Major	Possible	High	• Curve's safeguarding policy and reporting arrangements apply throughout the visit. • Schools/groups retain responsibility for appropriate supervision of their pupils/group members and for providing sufficient competent supervising adults.	Major	Rare	Low	



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Hazard / Risk	Risk Evaluation without Control Measures	S	L	R	Current Control Measures to Reduce the Risk	S	L	R	Actions
					- Curve staff and practitioners follow the safeguarding requirements applicable to their role. - Safeguarding concerns or disclosures are reported immediately through Curve's safeguarding arrangements; staff do not investigate concerns independently. - Any agreed activity involving external practitioners is planned and approved in advance, including appropriate safeguarding arrangements.				
Accessibility, additional needs and participant welfare	Distress, exclusion, falls or delayed assistance where access or support needs are not identified or accommodated.	Moderate	Possible	High	- VEX01 and VEX02 provide the venue controls for accessible routes, lifts, wheelchair positions, companion seating, mobility aids, refuge and assisted-evacuation arrangements. - Schools/groups are asked to tell Curve in advance about access requirements, reasonable adjustments or other support needs relevant to the visit. - Curve will consider suitable arrangements with the school/group and relevant activity lead where required and reasonably practicable. - Supervising adults remain responsible for personal, pastoral and behavioural support normally provided to members of their group. - Any individual evacuation assistance requirement identified in advance is incorporated into the visit arrangements where appropriate.	Moderate	Unlikely	Medium	
Illness, injury or medical emergency	Condition worsens because first aid or emergency assistance is delayed.	Major	Unlikely	Medium	- Curve maintains trained first aid provision, first aid equipment and emergency response arrangements during public operation. - A school/group should retain any medication and individual care arrangements for which it is responsible and provide appropriately competent supervising adults. - Illness or injury is reported immediately to Curve staff so first aid or emergency assistance can be coordinated. - Schools/groups should provide relevant information in advance where a known need may materially affect the safe arrangements for the visit. - Accidents, incidents and near hits are recorded and reviewed in accordance with Curve procedures.	Major	Rare	Low	
Emergency evacuation or other emergency response	Injury, panic, separation or delayed escape during fire or another emergency.	Severe	Possible	Very High	- Curve's fire risk assessment, emergency procedures, VEX01 and VEX02 provide the venue controls for alarm, escape routes, emergency lighting, auditorium exit capacity and assisted evacuation. - Duty Managers coordinate the venue response and school/group leaders must follow instructions given by Curve staff.	Severe	Unlikely	High	



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					- Schools/groups maintain supervision, keep their group together so far as is reasonably practicable and carry out an appropriate head count at the assembly point. - Bags, group equipment and waiting groups must not obstruct gangways, exits or escape routes. - Schools/groups are asked to advise Curve in advance where a member of the group may require assistance during evacuation so suitable arrangements can be considered.				
Group behaviour and interaction with other venue users	Injury, distress, disruption or conflict arising from unsafe behaviour or inadequate supervision.	Moderate	Possible	High	- Schools/groups remain responsible for the behaviour and supervision of their group throughout the visit. - VEX02 provides the operational controls for audience behaviour within seated performance spaces, including management of aisles, gangways, exits and unsafe behaviour. - Group members are expected to follow Curve staff instructions, venue terms and any performance specific requirements. - Supervising adults intervene promptly where behaviour may place the individual, the group or other venue users at risk. - Concerns about another visitor, unwanted behaviour or a security issue are to be reported to Curve staff rather than managed independently by pupils or group members.	Moderate	Unlikely	Medium	

Additional Control Measures

What Additional Control Measures Are Required?	Who is Responsible for Implementing?	When Will the Additional Control Measures be Implemented by?	Completed Date
Provide the school/group with relevant visit information and this public risk assessment before attendance.	Ticketing team	Before the visit	
Where a workshop or participatory activity is included, provide the relevant workshop risk assessment and session information and confirm any activity-specific controls.	Creative Programmes / activity lead	Before the activity	
Agree any bespoke access, safeguarding or emergency arrangements identified through the booking process.	Relevant Curve lead with school/group	Before the visit	

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Review date	October 2027	Reviewer Name	Stewart Smith
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A formal review should be undertaken:

- As standard on an annual basis
- In the event of an accident/incident/near hit
- In the event of certain changes such as within team structure or building structure.