



Schools Educational Visits

Theatre Royal, Drury Lane, Catherine Street, London WC2B 5JF

March 2023

Description of activity	Groups of school children visiting Frozen the Musical at the Theatre Royal Drury Lane Recommended Age 6+
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Description of Hazard / Risks before precautions are taken		Likelihood	Severity	Risk Factor	Risk
1/	Injury caused by failure to follow the venue emergency evacuation procedure	2	5	10	Medium
2/	Injury caused by accessing unauthorised areas	2	5	10	Medium
3/	Injury caused to other customers by inappropriate behaviour	2	3	6	Low
4/	Injury caused by slips and trips	2	3	6	Low
5/	Falling objects causing injury as a result of being placed on circle front	2	3	6	Low
6/	Injury caused by falling into orchestra pit as a result of climbing onto pit rail	2	3	6	Low

Recommended precautions	
1/	Schoolchildren should be supervised by the school at all times and in the event of an emergency follow the instructions of Venue staff
2/	Schoolchildren must be supervised by the school at all times and only public areas of the venue must be accessed
3/	The behaviour of the schoolchildren must be controlled by their supervisors to ensure that there is no disruption to other Customers
4/	School supervisors must ensure that schoolchildren are adequately marshalled and supervised to prevent running around and horseplay
5/	School supervisors must ensure that no objects are placed on the balcony rail. Guests should follow requests/directions from staff in regards to Health & Safety
6/	School supervisors must ensure that schoolchildren are adequately supervised and controlled to prevent access to the orchestra pit rail.
Guests should follow requests/directions from venue staff in regards to Health & Safety	
There must be a ratio of at least one adult (over 18 years) per 10 children (under 16 years)	
Staff should be made fully aware of any children with special educational needs or disabilities, with their needs on the trip risk assessed by the organisers of the visit.	

Description of Risk / Hazard after Precautions are Taken		Likelihood	Severity	Risk Factor	Risk
1/	Injury caused by failure to follow the venue emergency evacuation procedure	1	5	5	Low
2/	Injury caused by accessing unauthorised areas	1	5	5	Low
3/	Injury caused to other customers by inappropriate behaviour	1	2	2	Very Low
4/	Injury caused by slips and trips	1	3	3	Very Low
5/	Falling objects causing injury as a result of being placed on circle front	1	3	3	Very Low
6/	Injury caused by falling into orchestra pit as a result of climbing onto pit rail	1	3	3	Very Low

Likelihood Definition	Severity Definition
1 = Unlikely: Injury/Near Miss should virtually never occur 2 = Possible: Injury/Near Miss may occur once during task 3 = Frequent: Injury/Near Miss may occasionally occur during task 4 = Highly Likely: Injury/Near Miss may occur several times during task 5 = Almost Certain: Injury/Near Miss almost certain to occur	1 = No Injury: Minor Bump/Bruise, no First Aid Required, Report on Accident Form 2 = Minor: Administer Basic First Aid and Report on Accident Form 3 = Moderate: Serious Injury, Hospital Treatment (Not Life Threatening, No Overnight Stay) 4 = Major: Emergency Trip to Hospital and/or Overnight Stay 5 = Severe: Life Changing Injury, Hospitalisation for a period of 3 Days +, Death

Risk Rating	
1 – 4 = Very Low: Risk adequately controlled. Inform staff of risk.	5 – 9 = Low: Risk adequately controlled. Inform staff of risk.
10– 14 = Medium Activity may require further assessment to ascertain whether adequately controlled.	
15– 19 = RISK NOT ADEQUATELY CONTROLLED – REVIEW BEFORE CONTINUING	
20– 25 = UNACCEPTABLE RISK - DO NOT CONTINUE ACTIVITY	