



Risk Assessment:
Studios assessment of risk of transmission
of Corona virus causing Covid-19

29 May 2020

Risk Assessment

This assessment together with any supplementary assessments should be communicated to all parties involved.

If you do not fully understand anything included in this document or the risk assessment process, do not proceed without seeking clarification from a competent person.

A Risk Assessment of any activity relies on the competence and experience of those individuals evaluating and supervising it. If such people are not part of the core team (e.g. Rigging, SFX, etc.) then they will need to be contracted in and should supply their own supplementary risk assessment.

Risk Assessment

Brief Description of task/activity:

Studios assessment of risk of transmission of Corona virus causing Covid-19

Location/s:

dock10 studios / control rooms / general areas

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Risk Evaluation and Control

AVAILABLE CHOICES (SEVERITY):

| | |
|-----------|-------------------------------------|
| VERY LOW | = Injury - No First Aid Needed |
| LOW | = Injury - First Aid Needed |
| MEDIUM | = Injury Requiring a Doctor |
| HIGH | = Debilitating Injury or Ill Health |
| VERY HIGH | = Death. |

AVAILABLE CHOICES (LIKELIHOOD):

| | |
|-----------|-------------------|
| VERY LOW | = Highly Unlikely |
| LOW | = Rare |
| MEDIUM | = Medium |
| HIGH | = Probable |
| VERY HIGH | = Near Certainty. |

- Potential Severity is the most severe outcome possible if the hazard were to cause an incident.
- Likelihood is whether, under the circumstances, the hazard could cause an incident.
- Stop / Go assesses whether the risk is acceptable. Use the table overleaf to look up the result.
- For an activity to proceed, the analysis after controls are applied must result in “GO” for all the hazards identified
- Describe what needs to be done to control the risk under “Control Measures Required”. Provide details of the specific arrangements, responsibilities and references to other documents under “Other Actions Required”.

| Hazards identified and risks arising | Analysis Before Controls | | | Control Measures Required | Analysis After Controls | | | Other Actions Required and References to Arrangements |
|--|--------------------------|---------------------------|-------------|---------------------------|-------------------------|---------------------------|------------|---|
| | Potential Severity | Likelihood of an Incident | Stop / Go? | | Potential Severity | Likelihood of an Incident | Stop / Go? | |
| Identify and list what hazards could cause significant harm, how and to whom. | | | | | | | | |
| Spread of corona virus from symptomatic people in the studio areas to other people in the area with potential to cause death | Very high | High | Stop | (Page 6) | Very high | Low | Go | |

CONTROL MEASURES REQUIRED

Spread of corona virus from symptomatic people in the studio areas to other people in the area with potential to cause death

- Instruct any persons due to come in to work not to come in if they have any symptoms of corona virus infection.
- Instruct all persons at work to go home after informing their supervisor if they start displaying symptoms during work.
- Supervisors and managers of any activities must keep a watching brief on staff at work to ensure they do not display any symptoms of corona virus infection and send anyone who display symptoms home immediately
- Maintain social distancing and cleansing.

| Hazards identified and risks arising | Analysis Before Controls | | | Control Measures Required | Analysis After Controls | | | Other Actions Required and References to Arrangements |
|---|--------------------------|---------------------------|-------------|---------------------------|-------------------------|---------------------------|------------|---|
| | Potential Severity | Likelihood of an Incident | Stop / Go? | | Potential Severity | Likelihood of an Incident | Stop / Go? | |
| Identify and list what hazards could cause significant harm, how and to whom. | | | | | | | | |
| Spread of corona virus from asymptomatic people being in the building to others in the building with potential to cause death | Very high | Medium | Stop | (Page 8-10) | Very high | Low | Go | |

CONTROL MEASURES REQUIRED

Spread of corona virus from asymptomatic people being in the building to others in the building with potential to cause death

- Instruct all persons entering studio areas on the current social distancing guidelines
- Ensure that all work activity can be carried out whilst maintaining social distancing.
- If social distancing cannot be maintained appropriate fixed protective shielding must be used, PPE deployed, or the activity redesigned or stopped.
- Provision of physical screen at stage door to protect reception staff from visitors breath droplets / spray.
- Returned passes at stage door to be stored for at least three days before re-assigning.
- Before creating or reassigning passes, stage door personal to wash hands.
- Provide signage to remind people of distancing and handwashing requirements

CONTROL MEASURES REQUIRED

Spread of corona virus from asymptomatic people being in the building to others in the building with potential to cause death

- Person in charge of each activity to ensure all people working each day are reminded of hand cleansing and social distancing requirements – this could be the producer / director or studio manager
- dock10 to maintain handwashing facilities with soap as the most effective way of cleaning hands
- Local provision of at least 60% alcohol gel to allow hand cleansing to take place where sinks are not at hand.
- Control surfaces etc. to be wiped down overnight by dock10 cleaners using disinfectant solution that will break down virus fat / proteins.
- Disinfectant solution / wipes to be available so that if operators change during shifts the controls and work surfaces can be cleaned by the incoming operator.
- Disposable gloves to be available for people to use when cleaning down surfaces.

CONTROL MEASURES REQUIRED

Spread of corona virus from asymptomatic people being in the building to others in the building with potential to cause death

- During the day touch points on doors, handles and surfaces to be cleaned regularly by the dock10 cleaning team using virus cleaning solutions and wipes.
- Where possible doors between areas to be left open to reduce touch points – this does not include fire doors without auto closers or doors required to be closed for security or safety reasons.
- Mezz rest area laid out to encourage social distancing and other rest spaces made available as numbers in the building require
- Air conditioning systems to be operational during building occupation to aid degradation and removal of any virus particles in the air
- Social distancing markers and instructions to be in place and followed by all people in the building.
- Where corridors or spaces don't allow people to pass in both directions such narrow places should be made one way, marked up as such and people be required to obey the instructions.

| Hazards identified and risks arising | Analysis Before Controls | | | Control Measures Required | Analysis After Controls | | | Other Actions Required and References to Arrangements |
|---|--------------------------|---------------------------|------------|---------------------------|-------------------------|---------------------------|------------|---|
| | Potential Severity | Likelihood of an Incident | Stop / Go? | | Potential Severity | Likelihood of an Incident | Stop / Go? | |
| Identify and list what hazards could cause significant harm, how and to whom. | | | | | | | | |
| Shielded persons being infected by corona virus either directly themselves when they are in studio areas or from persons they live with being in studio areas and having the potential to cause death | Very high | High | Stop | (Page 12) | Very high | Low | Go | |

CONTROL MEASURES REQUIRED

Shielded persons being infected by corona virus either directly themselves when they are in studio areas or from persons they live with being in studio areas and having the potential to cause death

- No shielded person or people living with shielded persons may be in studio areas whilst corona virus is present in the community at levels determined by government to present significant risk.

| Hazards identified and risks arising Identify and list what hazards could cause significant harm, how and to whom. | Analysis Before Controls | | | Control Measures Required | Analysis After Controls | | | Other Actions Required and References to Arrangements |
|--|--------------------------|---------------------------|------------|---------------------------|-------------------------|---------------------------|------------|---|
| | Potential Severity | Likelihood of an Incident | Stop / Go? | | Potential Severity | Likelihood of an Incident | Stop / Go? | |
| Transmission of corona virus due to the provision of refreshments to control rooms and other areas with potential to cause death | Very high | Medium | Stop | (Page 14) | Very high | Low | Go | |

CONTROL MEASURES REQUIRED

Transmission of corona virus due to the provision of refreshments to control rooms and other areas with potential to cause death

- Follow controls above for hazards caused by symptomatic and asymptomatic people as well as:
- Limit provision of foodstuffs to factory wrapped products.
- Drinks to be served in disposable cups
- Orders for drinks to be sent to runners electronically by studio manager or coordinator
- People preparing drinks and laying out snacks to wash hands with soap and water for 20 secs before and after preparation
- Drinks and snacks to be left in a defined area to be picked up by the individual consumer and empty cups / wrappers etc to be placed in green lidded general waste stream bins by the consumer of the drink or snack.

| Hazards identified and risks arising | Analysis Before Controls | | | Control Measures Required | Analysis After Controls | | | Other Actions Required and References to Arrangements |
|---|--------------------------|---------------------------|-------------|---------------------------|-------------------------|---------------------------|------------|---|
| | Potential Severity | Likelihood of an Incident | Stop / Go? | | Potential Severity | Likelihood of an Incident | Stop / Go? | |
| Identify and list what hazards could cause significant harm, how and to whom. | | | | | | | | |
| Transmission of corona virus during complex variable activities such as setting / striking / rigging / de-rigging in studios and loading / unloading of complex items with potential to cause death | Very high | Medium | Stop | (Page 16) | Very high | Low | Go | (Page 17) |

CONTROL MEASURES REQUIRED

Transmission of corona virus during complex variable activities such as setting / striking / rigging / de-rigging in studios and loading / unloading of complex items with potential to cause death

- Follow all the controls for the hazards in previous sections where relevant plus a detailed assessment of the activities will be required to identify where it is likely social distancing rules will be breached and appropriate measures put in place to reduce the risk of virus transmission between people.
- This specific risk assessment and the controls required must be communicated to all involved and any PPE required be made available.

OTHER ACTIONS REQUIRED AND
REFERENCES TO ARRANGEMENTS

Transmission of corona virus during complex variable activities such as setting / striking / rigging / de-rigging in studios and loading / unloading of complex items with potential to cause death

- Likelihood level dependant on suitable and sufficient activity specific RA being completed and controls followed.

| | | LIKELIHOOD OF AN INCIDENT OCCURRING | | | | |
|---|--|-------------------------------------|--------------------|--------------------|---------------|-------------------------------|
| | | Near Certainty = VERY HIGH | Probable = HIGH | Medium = MEDIUM | Rare = LOW | Highly Unlikely = VERY LOW |
| P O T E N T I A L H A R M | Death = VERY HIGH | STOP | STOP | STOP | STOP | GO |
| | Debilitating Injury / Ill Health = HIGH | STOP | STOP | STOP | STOP | GO |
| | Injury Requiring a Doctor = MEDIUM | STOP | STOP | STOP | STOP | GO |
| | Injury Requiring First Aid = LOW | STOP | STOP | STOP | GO | GO |
| | Injury Not Requiring First Aid = VERY LOW | STOP | STOP | STOP | GO | GO |