

# DMC Risk Assessment

Reference: RA-DMC-001

Version: 1.0

Issue Date: 08-01-2024

Document Owner: MM DMC

Reviewed By: Nigel Given

Next Review Date: 08/01/2025

Work Activities covered by this assessment:

All Derby Music Centre activities

Site Address/Location:

Beaufort School

Department/Service/Team:

Music Rehearsals & Activities

Hazards Considered (include. Environmental Step 1)	Who might be harmed and how Step 2	Initial Risk Rating			Existing Controls measures Step 3	Controlled Risk Rating			Further action Step 4 Consider Hierarchy of Controls i.e., elimination, substitution, engineering controls, signage/warning and/or administrative controls (PPE as a last resort)	Actions Step 5			Residual Risk Rating		
		Likelihood	Severity	Risk Rating		Likelihood	Severity	Risk Rating		Who? (name)	When? (date)	Complete (date)	Likelihood	Severity	Risk Rating
<b>Working with Portable Electrical Appliances</b>	<b>Who.</b> Students, Conductors, Centre Staff  <b>How.</b> Electrocution Burns Nips and Traps	3	3	9	All portable electrical equipment to be regularly checked and tested (Minimum > Annually)  <ul style="list-style-type: none"> <li>Conductors should make daily visual checks on equipment such as power leads and cables. Any faults must be reported immediately.</li> <li>Labels to be fitted to equipment as evidence of Electrical inspection.</li> <li>Any faulty electrical equipment such as damaged power cables, must be taken out of service and replaced immediately.</li> <li>Any short circuit incidents will be reported immediately.</li> </ul>	2	3	6							
<b>Objects Falling from Height</b>  <b>Persons Falling from Height</b>	<b>Who.</b> Conductors, Centre Staff Students.  <b>How.</b> Impact injuries Injuries from falls	3	3	9	<u>Objects falling from height.</u>  Adequate storage and stacking systems made available.  Storage on top of units to be avoided as far as possible.  Access to area to be restricted if work at height being carried out in area.	2	3	6							

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					<p>All areas are visually checked for hazards prior to access.</p> <p><u>Persons falling from height.</u> Provision of suitable, safe means of access to shelving / racking with no need to climb ladders or other working at height items.</p> <p>All equipment where possible is stored at no higher than shoulder height.</p>											
<b>Manual Handling</b>	<p><b>Who.</b> Conductors, Centre Staff, Students.</p> <p><b>How.</b> Musculoskeletal injuries Nips, traps, possible impact injuries</p>	3	3	9	<p>All persons required to perform manual handling to be trained in manual handling techniques.</p> <p>Suitable lifting aids should be in place as required e.g., trolley in place for paper deliveries or moving of equipment.</p> <p>Conductor or centre staff to closely supervise any procedure likely to be problematic.</p>	2	3	6								
<b>Slips, Trips and Falls, Medical, Allergies</b>	<p><b>Who.</b> All</p> <p><b>How.</b> Injuries from falls</p>	3	4	1 2	<p>Maintain good 'housekeeping'.</p> <p>Electrical cables to be installed as to not promote a trip hazard. and highlighted with warnings where this is not possible.</p> <p>Extra care to be taken where there are changes in floor coverings or levels and on stairs, also during cleaning operations.</p> <p>If there are any allergies these need to be highlighted to the staff prior to arrival at the DMC this is so that things can be put in place to minimise the risk for example Nut Allergies and if an Epi pen is needed or sent with a student.</p> <p>The conductors have registers that contain medical information. This will be in the back of the register and kept private where possible.</p>	2	4	8								

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<b>Vehicle parking.</b>  (Pick up and drop off)	<b>Who.</b> All  <b>How.</b> Accident damage to vehicles or property. Injuries to persons	2	5	10	Staff to be on hand wearing correct PPE for the car parking area.  All drivers to be advised beforehand via email on where to park and the conditions of parking.  If injuries should occur, then trained first aid staff are available and on hand to conduct required process.	2	2	4						
<b>Safeguard issues</b>  <b>Students on site.</b>  <b>DBS Checks.</b>	<b>Who?</b> All	3	5	15	Any safeguarding issues are to be reported in accordance with The DMC processes.  Students to stay on site in between rehearsals. This must be within the boundaries of the school premises unless of an age where they can leave unaccompanied or escorted by a responsible adult.  All staff at DMC are current and up to date on DBS Checks.	2	4	8						

Consider if any additional hazards are created and control measures are required if this activity is undertaken in non-routine or emergency conditions

Review Date 08/01/2025 (Step 6):

Assessors Signature: *N Given*

Date: 08/01/2024

Authorised by: *Melanie Marubbi*

Date: 13/01/2024

	Insignificant	Minor	Moderate	Major	Catastrophe
Almost Certain	5	10	15	20	25
Likely	4	8	12	16	20
Possible	3	6	9	12	15
Unlikely	2	4	6	8	10
Rare	1	2	3	4	5

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<b>16 to 25 = High Risk</b>	Task must not proceed. It should be redefined or further control measures put in place to reduce risk. The controls should be re-assessed for adequacy prior to task commencement.
<b>9 to 15 = Moderate Risk</b>	Task should only proceed with appropriate management authorisation after consultation with specialist personnel and assessment team. Where possible the task should be redefined to take account of the hazards involved or the risk should be reduced further prior to task commencement
<b>1 to 8 = Low Risk</b>	May be acceptable; however, review task to see if risk can be reduced further.

Likelihood			Impact		
Almost Certain	5	Almost inevitable that an incident would result	Catastrophe	5	Multiple deaths, lung diseases, permanent debility or fatality.
Likely	4	Not certain to happen but additional factor may result in an accident	Major	4	Involving a single death or severe injury, poisoning, sensitisation or dangerous infection. Damage to equipment resulting in stoppage of work.
Possible	3	Could happen when additional factors are present but otherwise unlikely to occur	Moderate	3	Event leading to lost time incident or persistent dermatitis, acne or asthma. Localised damage to equipment requiring extensive repair.
Unlikely	2	A rare combination of factors would be required for an incident to result	Minor	2	Minor 'no lost' time injury, superficial damage of plant equipment. Short term irritation.
Rare	1	A freak combination of factors would be required for an incident to result	Insignificant	1	Negligible injury or health implications, no absence from work. No damage to equipment.