**Faculty of Arts  
Risk Assessment Evaluation**

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| **Project/Activity title:** | VT shooting for TV Studio Segment |
| **Module name/code:** | 1M002 |
| **Date of activity:** | 22/03/2017 |
| **Location:** | Room 126, Skell Building, York St John University, Lord Mayors Walk YO31 7EX |
| **Student name:** | Elisha Holt and Rebecca Stead |
| **Description of activity:** | Filming of brief clips to be edited and made into VT’s for our studio segment task, will consist of presenters addressing the camera. |
| **Contact number:**  *(for onsite use only)* |  |

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| **Tick all hazards that apply at this location** | | | |
| Access / egress |  | Lighting – work lights |  |
| Alcohol / drugs |  | Lighting – sets |  |
| Animals / insects |  | Lone working |  |
| Audience / public |  | Manual handling |  |
| Cables |  | Mines, excavations, caves, tunnels etc. |  |
| Communication failure |  | Night operation |  |
| Compressed gas |  | Noise |  |
| Confined spaces |  | Special needs |  |
| Costumes / make-up |  | Physical exertion |  |
| Derelict / dangerous buildings or structures  *(FTV only)* |  | Roads |  |
| Diseases |  | Set construction |  |
| Driving |  | Slipping, tripping, falling |  |
| Electricity |  | Smoking on set |  |
| Explosives / pyrotechnics / fire & smoke effects |  | Specialist equipment |  |
| Fire / flammable materials |  | Stunts |  |
| First aid |  | Vehicles |  |
| Food hygiene |  | Violence / public disorder |  |
| Hand tools |  | Water |  |
| Hazardous substances / chemicals |  | Weapons |  |
| Heights |  | Weather |  |
| Hostile / remote environment |  | Welfare facilities |  |
| Lasers / strobe effects |  | Working patterns |  |
| Lifting appliances / machinery |  |  |  |
| Other  *(please state)* | | | |

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| **Hazard:** | Access |
| **What could cause harm:** | Equipment blocking exit to the room |
| **Likelihood of this happening:** | **Low**  **Medium**  **High** |
| **Who or what could be harmed:** | Crew and cast |
| **How much harm:** | **Low**   **Medium**    **High** |
| **How will the risk be managed:** | **Risk Management** |
| **Actions to be taken:** | Ensure equipment doesn’t block exits and everyone has a simply route out in case of a fire. |

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| **Hazard:** | Cables |
| **What could cause harm:** | Tripping over cables |
| **Likelihood of this happening:** | **Low**  **Medium**  **High** |
| **Who or what could be harmed:** | Crew, cast and equipment |
| **How much harm:** | **Low**   **Medium**    **High** |
| **How will the risk be managed:** | **Risk Management** |
| **Actions to be taken:** | Put hazard tape over cables and ensure everyone knows where they are and takes precaution when walking near them. |

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| **Hazard:** | Lighting - Sets |
| **What could cause harm:** | Crew touching hot lights/ lights over-heating |
| **Likelihood of this happening:** | **Low**  **Medium**  **High** |
| **Who or what could be harmed:** | Crew |
| **How much harm:** | **Low**   **Medium**    **High** |
| **How will the risk be managed:** | **Risk Management** |
| **Actions to be taken:** | Wear protective gloves when handling lights and give them time to cool down before packing away. |

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| **Hazard:** | Slipping, tripping and falling |
| **What could cause harm:** | Falling over equipment or just tripping |
| **Likelihood of this happening:** | **Low**  **Medium**  **High** |
| **Who or what could be harmed:** | Crew and cast |
| **How much harm:** | **Low**   **Medium**    **High** |
| **How will the risk be managed:** | **Risk Management** |
| **Actions to be taken:** | Ensure there is a clear path and sensible footwear is worn. |

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| **Hazard:** |  |
| **What could cause harm:** |  |
| **Likelihood of this happening:** | **Low**  **Medium**  **High** |
| **Who or what could be harmed:** |  |
| **How much harm:** | **Low**   **Medium**    **High** |
| **How will the risk be managed:** | **Risk Management** |
| **Actions to be taken:** |  |

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| --- | --- |
| **Hazard:** |  |
| **What could cause harm:** |  |
| **Likelihood of this happening:** | **Low**  **Medium**  **High** |
| **Who or what could be harmed:** |  |
| **How much harm:** | **Low**   **Medium**    **High** |
| **How will the risk be managed:** | **Risk Management** |
| **Actions to be taken:** |  |

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| **Approved by:** |  |
| **Date:** |  |
| **Notes/conditions/comments:** |  |