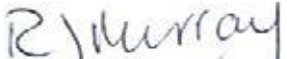


This is the statement of general policy and arrangements for:	The Viva Tones Function Band
Company Health and Safety Manager	has overall and final responsibility for the health and safety of the ensemble
Robert Murray and band members	has day-to-day responsibility for ensuring this policy is put into practice

Hazard Identified	Risk Rating 5 high 0 low	People at Risk	Existing Controls	Control Measures
<u>Hazard 1</u> Slips, trips and falls when moving onto, around and exiting the performance area.	2	Musicians and crew	Band leader, band members and venue owners to oversee all activities.	Plan layout of performance area to avoid obstacles. Only musicians and crew are to be allowed on the stage at any time. No excess equipment is to be stored on the stage or in the way of the public. Trailing cables to be secured using anti-trip materials. Suitable marking tape will be used to assist entry to and from stage and to highlight step edges.
<u>Hazard 2</u> Manual handling	2	Musicians and crew	Refer to HSE manual handling publication and The Manual Handling Operations Regulations 1992.	People must seek assistance if a load is considered to be heavy. Please note the law does not identify a maximum weight limit. Consider using a lifting aid. Check route is clear of obstructions and hazards.
<u>Hazard 3</u> Working in low light	1	Musicians	Orchestral music stand light will be available if necessary.	Each music stand could be fitted with a light. The lights will be equipped with a suitable low-level light bulb.
<u>Hazard 4</u> Electric shock	3	Musicians and crew	Installed electrics will be fit for purpose and checked by the venue owners.	All electrical equipment will be fit for purpose. PAT tests and/or Electrical Maintenance Log will be in place.
<u>Hazard 5</u> Fire/Bomb/Terrorist threat	1	Musicians, crew & members of the public	Bandstand PA System. Venue entrance and exits.	Report any suspicious packages/audience members.

<u>Hazard 6</u> Hearing damage	2	Musicians, crew & members of the public	Band leader to monitor sound levels	Disposable ear plugs will be made available for the performers. The musicians will be strategically seated to avoid direct noise. A decibel meter will be used to monitor the noise levels.
<u>Hazard 7</u> Outdoor weather performances	1	Musicians & crew	All performers and crew will be advised on suitable clothing according to the weather conditions. Performers will wear appropriate uniform.	During hot weather, all persons must apply sun screen at regular intervals. To avoid dehydration, bottled water will be available before, during and after the performance. The platform will be undercover and shaded. During cold weather, performers and crew will be asked to wear appropriate clothing. Flasks of hot drinks will be supplied. In both types of weather, the tour coach can be used for shelter and rest. If both types of weather are extreme, the event will be cancelled.
<u>Hazard 8</u> Public areas	1	Musicians, crew & members of the public	All musical equipment will be kept on the performance area, only performers will be allowed access onto the platform. All cases will be stored away from the public right of way.	Band members will be on hand should the public ask any questions and/or request access to the platform.

This risk assessment was drawn up by Robert Murray on Wednesday 28th August and will be due for a review upon arrival to the venue and throughout the course of the performance.

Signed:  Printed: Robert Murray Date: 22/01/2021