

# RISK ASSESSMENT



## Escape Routes to Final Exit

| <b>Task/Activity/Environment:</b><br>Fire escape routes being obstructed when the building is occupied. Maintaining the spread of smoke and fire.  | <b>Location:</b><br>Burnley Mechanics   | <b>Date of Assessment:</b><br>09.09.18 | <b>Date for Review:</b><br>January 2019 |  |   |   |   |   |  |  |  |    |      |   |  |   |  |   |  |
|--|---|--|---|--|---|---|---|---|--|--|--|----|------|---|--|---|--|---|--|
| <b>Identify Hazards which could cause harm:</b><br><br><table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 5%;">No.</th> <th style="width: 95%;">Hazard</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">1</td> <td>Doors Propped/wedged left open and unattended.</td> </tr> <tr> <td style="text-align: center;">2</td> <td>Storage of item/s in Escape Route (fire corridor)</td> </tr> <tr> <td style="text-align: center;">3</td> <td>Artist/s, Hirers, Crew and public leaving items of clothing &amp; props, over the top of fire doors, left in piles on the floor in Escape Route (fire corridor)</td> </tr> </tbody> </table> | No.   | Hazard                                 | 1                                       | Doors Propped/wedged left open and unattended. | 2 | Storage of item/s in Escape Route (fire corridor) | 3 | Artist/s, Hirers, Crew and public leaving items of clothing & props, over the top of fire doors, left in piles on the floor in Escape Route (fire corridor) | <b>Identify risks = what could go wrong if hazards cause harm:</b><br><br><table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 5%;">No</th> <th style="width: 95%;">Risk</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">1</td> <td><b>Spread of smoke and fire from dressing room into fire corridor</b> /compromising the escape routes of all to a final exit door.</td> </tr> <tr> <td style="text-align: center;">2</td> <td>Obstruction of Escape Route (fire corridor), compromising the activation of automatic door closers and safe passage from the venue to a final exit door.</td> </tr> <tr> <td style="text-align: center;">3</td> <td>Obstruction of Escape Route (fire corridor), compromising the activation of automatic door closers and safe passage from the venue to a final exit door.</td> </tr> </tbody> </table> |  |  | No | Risk | 1 | <b>Spread of smoke and fire from dressing room into fire corridor</b> /compromising the escape routes of all to a final exit door. | 2 | Obstruction of Escape Route (fire corridor), compromising the activation of automatic door closers and safe passage from the venue to a final exit door. | 3 | Obstruction of Escape Route (fire corridor), compromising the activation of automatic door closers and safe passage from the venue to a final exit door. |
| No.  | Hazard  |  |   |  |   |   |   |   |  |  |  |    |      |   |  |   |  |   |  |
| 1  | Doors Propped/wedged left open and unattended.  |  |   |  |   |   |   |   |  |  |  |    |      |   |  |   |  |   |  |
| 2  | Storage of item/s in Escape Route (fire corridor)   |  |   |  |   |   |   |   |  |  |  |    |      |   |  |   |  |   |  |
| 3  | Artist/s, Hirers, Crew and public leaving items of clothing & props, over the top of fire doors, left in piles on the floor in Escape Route (fire corridor)   |  |   |  |   |   |   |   |  |  |  |    |      |   |  |   |  |   |  |
| No   | Risk  |  |   |  |   |   |   |   |  |  |  |    |      |   |  |   |  |   |  |
| 1  | <b>Spread of smoke and fire from dressing room into fire corridor</b> /compromising the escape routes of all to a final exit door.  |  |   |  |   |   |   |   |  |  |  |    |      |   |  |   |  |   |  |
| 2  | Obstruction of Escape Route (fire corridor), compromising the activation of automatic door closers and safe passage from the venue to a final exit door.  |  |   |  |   |   |   |   |  |  |  |    |      |   |  |   |  |   |  |
| 3  | Obstruction of Escape Route (fire corridor), compromising the activation of automatic door closers and safe passage from the venue to a final exit door.  |  |   |  |   |   |   |   |  |  |  |    |      |   |  |   |  |   |  |
| <b>List groups of people who could be affected:</b><br>Employees, Hirers, Artists, Crew and Public (including apprentices)   | <b>What numbers of people are involved? 1 - 800</b>   |  |   |  |   |   |   |   |  |  |  |    |      |   |  |   |  |   |  |
| <b>What existing precautions are in place to reduce risks?</b><br>No.  | <b>Score the risk with these precautions in place:</b>  |  |   |  |   |   |   |   |  |  |  |    |      |   |  |   |  |   |  |
|  | No.   | L                                      | X                                       | S  | = | RS  |   |   |  |  |  |    |      |   |  |   |  |   |  |
| 1  | Signage stating FIRE DOOR PLEASE KEEP DOOR SHUT AT ALL TIMES. All fire doors are fitted with self-closers, smoke seals and 1hr fire doors   | 3                                      | X                                       | 4  | = | <b>12</b>   |   |   |  |  |  |    |      |   |  |   |  |   |  |
| 2  | Signage stating FIRE EXIT KEEP CLEAR  | 3                                      | X                                       | 4  | = | <b>12</b>   |   |   |  |  |  |    |      |   |  |   |  |   |  |
| 3  | Signage stating FIRE DOOR PLEASE KEEP DOOR SHUT AT ALL TIMES. All fire doors are fitted with self-closers, smoke seals and 1hr fire doors   | 3                                      | X                                       | 4  | = | <b>12</b>   |   |   |  |  |  |    |      |   |  |   |  |   |  |
| <b>What additional actions are required to ensure precautions are implemented/effective or to reduce the risk further?</b><br>No.  | <b>What is the remaining risk after additional actions completed?</b>   |  |   |  |   |   |   |   |  |  |  |    |      |   |  |   |  |   |  |
|  | No.   | L                                      | X                                       | LS   | = | RS X  |   |   |  |  |  |    |      |   |  |   |  |   |  |
| 1  | Public area doors fitted with hold backs that release when alarm activates.   | 3                                      | X                                       | 1  | = | <b>3</b>  |   |   |  |  |  |    |      |   |  |   |  |   |  |
| 2  | Hirer, Visiting artist/s and crew to be made that items <b>MUST NOT</b> be stored or left in escape route/s and must be left clear of obstructions at all times.  | 2                                      | X                                       | 3  | = | <b>6</b>  |   |   |  |  |  |    |      |   |  |   |  |   |  |
| 3  | This risk assessment is an interacial part of our terms and conditions as well as an operational procedure. A copy of this risk assessment will be given to Hirer/s, Visiting artist/s and crew/s to read and sign understanding exactly what is been signed for.<br>Dressing Rooms and Loft Doors must be shut <u>at all times</u> even when occupied. Should any part of this risk assessment be compromised the venues Duty/Stage Manager will stop the rehearsal /sound check or performance straight away. | 1- 3                                   | 2                                       | X  | 3 | = 6   |   |   |  |  |  |    |      |   |  |   |  |   |  |
| <b>Who will be responsible for implementing these actions:</b><br>Duty Manager / Venue Staff / Tour/Stage Manager /Hirer   | <b>By When: On going</b><br>Prior and during all performances   |  |   |  |   |   |   |   |  |  |  |    |      |   |  |   |  |   |  |

# RISK ASSESSMENT



## Escape Routes to Final Exit

| Score | Likelihood                   | Score | Severity                    | Total Score   | Level of Risk   | Action Required                       |
|-------|------------------------------|-------|-----------------------------|---|-----------------|---------------------------------------|
| 0     | Almost impossible            | 0     | No injury                   | 0-1   | I=Insignificant | No action                             |
| 1     | Very Unlikely                | 1     | First aid                   | 2-6   | L=Low           | Review controls to remain effective   |
| 2     | Unlikely < than 50/50 chance | 2     | < 3 days absence            | <b>If greater than 7, identify additional actions</b> |                 |                                       |
| 3     | Likely > than 50/50 chance   | 3     | > 3 days absence            | 8-16  | M=Medium        | Identify additional actions to reduce |
| 4     | Very Likely                  | 4     | Long term injury/ill health | 20  | H=High          | Seek further advice                   |
| 5     | Virtually Certain            | 5     | Death or disabling          | 25  | C=Critical      | STOP seek further advice              |

**Completed by Geoff Soltau                      Signed:**

**Completed by Angus Allan                      Signed:**

**Completed by Scott Knowles                      Signed:**

**Manager Authentication                      Signed:**  
**PRINT NAME:** Lee Rothwell