



DUKES THEATRE - Risk Assessment for School Visits (performances and tours)

The Dukes is committed to providing its audience with a safe environment and an enjoyable visit. Before you come, your school/college/university or organisation may wish to conduct its own risk assessment. While the Dukes cannot write this risk assessment for you, we will help with information that you feel relevant (there is not a generic risk assessment available for attending a performance).

We have a dedicated Visitor Experience Team which manages the safety of the public. Children, young people or vulnerable people remain the responsibility of teachers, guardians, or chaperones and must be accompanied at all times during their visit, on both the inside and outside areas. We ask that during the performance teachers sit amongst their students.

In accordance with our legal responsibilities, the Dukes undertakes regular risk assessments of all potential hazards for Dukes' employees and members of the public. The range of operation is considerable and much of it is particular to the production of plays presented at the Dukes. Risk assessment sheets are kept on file for all separate areas of operation.

The three theatre auditoriums and front-of-house areas are designed and maintained for public use and a Premises Licence has been issued to the Dukes by Lancaster City Council. This licence allows the Dukes to open its premises to members of the public and certifies that the building conforms to the legal requirements. We comply with guidance given in *Technical Standards for Places of Entertainment*, including advice given on minimum standards of fire protection and maximum number of people permitted to be in the building at any one time. We are also advised on the number of fire exits, fire protection systems, permitted building and scenery materials and safe evacuation of the public and staff.

We are regularly inspected by the Fire Authority and the Dukes holds public liability insurance.

In our dedication to the safety of our visitors and staff we will in particular ensure the following:

- Public areas will be kept clear of trip hazards
- Materials and paint used for front of house exhibitions will be suitable for public areas
- Temporary installations or events will be risk assessed
- All electrical equipment will be PAT tested and regularly assessed
- Any productions featuring strobe or loud gunshot effects will carry a visible warning.

Under our licensed conditions we're not permitted to do anything that would endanger our audience.

We hope that you have a safe and enjoyable time.