

Immersive Theatres

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RISK ASSESSMENT

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Brief Description of Works: *Immersive Theatres* delivers 360° planetarium-style performances inside mobile, inflatable digital domes; bringing immersive science, art and music to schools, businesses, public and private audiences across the UK. Our various-sized domes are made of high-quality, fire-retardant fabric inflated by a powerful fan. Set-up time is between 30-60min and takedown between 25-45min. **Whilst the dome operator is in the dome with an audience it is imperative the area outside the dome is kept free of visitors OR the area is supervised** (either the hosting venue or *Immersive Theatres* will provide an assistant to supervise).

Ideally we require easy access leading to the area the dome is to be set up. Our equipment is moved on a trolley, so ramps and lifts are preferable to steps (we need to be informed well in advance if access is difficult or limited). The closer we can offload our vehicle to the set-up area, the better. All our planetarium domes are made for indoor use only in well-lit and clean environments. A single electrical socket is required to power the fan, laptop, projector and audio, which we connect to via an RCD Safety Adaptor.

Dome capacities and space requirements are as follows:

- 4m dome
 - capacity: 20 small children or 10 adults or 15 mixed
 - space required: 4.5 x 4.5m floor space with 2.7m ceiling clearance
- 5m dome
 - capacity: 30 small children or 12 adults or 20 mixed
 - space required: 6 x 6m floor space with 3.3m ceiling clearance
- 6m dome
 - capacity: 45 small children or 20 adults or 25 mixed or 4 wheelchair users
 - space required: 6.6 x 6.6m floor space with 3.7m ceiling clearance
- 7m dome
 - capacity: 70 small children or 40 adults or 45 mixed or 6 wheelchair users
 - space required: 7.6 x 7.6m floor space with 4.2m ceiling clearance

Risk Level Table : probability x severity = risk level

Probability	Severity	Risk Level
1 = Negligible 2 = Possible Occurrence 3 = Occasional Occurrence 4 = Frequent Occurrence 5 = Regular Occurrence 6 = Common Occurrence	1 = Trivial Injury/ies 2 = Minor Injury/ies 3 = Major Injury to one person 4 = Major Injuries to several persons 5 = Death to one person 6 = Multiple deaths	1 – 9 = LOW 10 - 20 = MEDIUM 21 - 36 = HIGH

Hazard and severity	Who could be harmed and probability	Control Measures	Risk Level	Additional Precautions
Slips, trips & falls. (2)	Anyone near the dome, fan or cables. (2)	Area around the dome, fan and cables will be cordoned off. Industry-level cable floor protectors are used.	2 x 2 = 4 LOW	Area outside the dome will be continually supervised during performances.
Fire or Arson. (1)	Unlikely anyone will be harmed as dome fabric is fire retardant. (1)	We have a no smoking policy inside and outside the dome. All electrical equipment carries a valid PAT test certificate. Our evacuation procedure entails 'flipping' the dome allowing instant exit for the audience.	1 x 2 = 2 LOW	Fire extinguishers belonging to the hosting institution are normally located nearby if required.
Physical harm. (1)	Unlikely to be caused by soft dome fabric, projection box or sound system. (2)	Audience is kept away from the delicate projection box and asked not to lean on the dome. No food or drink allowed in the dome (unless in the form of medication).	1 x 2 = 2 LOW	With school groups, at least one teacher must be present inside the dome. With public groups, under 16s are not allowed in without a parent / guardian. We reserve the right to cancel a show in the event of dangerous behaviour.
Equipment damage / theft or damage to dome. (1)	Possible loss / damages to <i>Immersive Theatres</i> caused by member(s) of the audience. (2)	<i>Audience Code of Conduct</i> detailed at the time of booking and on the day. Dome system is fully insured.	1 x 2 = 2 LOW	We reserve the right and hold individuals / organisers responsible if damage is caused by gross negligence on their part and / or our <i>Audience Code of Conduct</i> is not adhered to.
Accidents while setting up or taking down the dome. (1)	<i>Immersive Theatres</i> staff. (1)	Dome equipment is kept in good working condition. Staff are trained to carry out the complex set-up procedure, as well as a swift takedown procedure.	1 x 1 = 1 LOW	Clients are at liberty to undertake their own risk assessment, providing it does not disrupt our operations.
Loss of power and / or fire alarm requiring swift evacuation. (1)	Everyone inside the dome. (1)	Non-raised domes will be 'flipped' for instant exit of the audience. Raised domes can also be flipped, yet they retain air pressure for longer, normally allowing the audience to exit via the door.	1 x 1 = 1 LOW	We recommend that on arrival our staff are shown the building emergency exits; yet we are not responsible for the evacuation of the audience once they are outside the dome.

Wheelchair Users - All our domes are wheelchair accessible (although the small 4m and 5m domes are very uncomfortable for wheelchair users and assistants). Entry and exit is gained by an *Immersive Theatres* member of staff lifting the side of the dome and having the wheelchair user wheeled in / out by an assistant. Extra time must be allowed for wheelchair user access, as lifting the dome results in loss of air, which needs to be replenished every time.

Regular Audiences - the audience is seated on the **FLOOR**.

This being the case:

- all venues are encouraged to provide gym mats / similar soft flooring, otherwise we can bring our own foam flooring for an additional cost.
- if the audience is to include elderly, infirm or pregnant visitors, the venue is strongly urged to provide a few small chairs and a few stools or bean-bags.

The information provided in this risk assessment has been communicated to all *Immersive Theatres* staff. All the listed control measures will be implemented to ensure a minimal accident risk level is achieved. We re-assess hazards and re-evaluate risks annually as well as on an ad-hoc basis if / when they arise.

Below are additional measures we take to ensure your event runs as smoothly as possible. Our *Audience Code of Conduct* (below) applies to all customers.

1. A copy of the agreed booking details as discussed by email with the customer is brought with us on the day of the booking so as to avoid misunderstandings.
2. We brief audiences before every performance, detailing health & safety procedures. Audience members are always asked to remove their shoes.
3. Staff / Parents / Organisers are reminded they are responsible for the behaviour of members of the audience at all times.
4. Our *Audience Code of Conduct* (below) is available with the booking form on our website. Every aspect of the Code needs to be adhered to, or the organiser may be held liable for accidents / damages resulting from the Code not being followed.

Audience Code of Conduct

1. Please do not run outside the inflatable dome.
2. Please do not run inside the inflatable dome.
3. Please do not eat or drink near or inside the inflatable dome.
4. Audience members under the age of 16 must be supervised by an adult at all times.
5. Please do not touch the inflatable dome or any of the equipment inside it or outside it.
6. Please treat everyone around you – including *Immersive Theatres* staff - with respect.

Immersive Theatres reserves the right to ask members of the audience who insist on being disruptive to leave the planetarium.