

RISK ASSESSMENT

PRODUCTION: Breakfast

Members of the Group

Actors

Virinderpal Gabrria-Nivas

Dylan Hlland

Mark Whitehouse

Jackson Clifford

6 Extras for scene 2

Crew

Virinderpal Gabrria-Nivas (Director, Producer and Editor)

Kireon Mckeown (Camera Operator)

Kireon Morfill (Sound Recorder)

PRODUCTION / SHOOT DATE (S):

30/01/2018 – CG33 Scene 2 (11:00 – 13:00)

31/01/2018 – McDonalds Stratford Upon Avon Western Road Scene 1 (9:00 – 10:30)

01/02/2018 – Reviewing Scene 2 Rushes. Reshoot Scene 2 in CG33 if necessary (11:00 – 13:00)

02/02/2018 – Reviewing Scene 1 Rushes. Reshoot Scene 1 at McDonalds Stratford Upon Avon Western Road if necessary (9:00 – 10:30)

LOCATION ADDRESS (ES):

The Willows North, Alcester Road, Stratford-upon-Avon CV37 9QR

Western Rd, Stratford-upon-Avon CV37 0AH

Detailed description of the production: The title for the short film is called Breakfast. There will be two filming locations for this short film and they will be at McDonalds (Stratford Upon Avon Western Road) and CG33 in the media block. All the equipment for the short film will borrowed from the college this includes camera, sound and lighting equipment.

- Identify which hazards are involved in the Production and tick the appropriate box below.
- State overleaf whether risks associated with each identified hazard are high, medium or low.
- Specify control measures initiated to reduce risks to an acceptable level, state the resulting risk factor.
- Inform those persons exposed to any risk of the control measures to be adopted.
- Monitor to ensure controls are in place and working effectively.
- Keep all Risk Assessment documentation for a minimum of three years.
- The Risk Assessor and finally the Producer must sign this form.
- ***Distribution (where applicable): Executive Producer + Series Producer + Head of Production + Producer/Director + Insurance Contact + Production Team***

HAZARD CHECKLIST

Tick		Tick
1	Access / egress blocked / restricted	17 Manual handling / heavy or awkward shape loads
2	Alcohol / food / drinks / supplies/ drugs	18 Night operations: (filming / camping / recces)
3	Animals / insects: wild, performing etc.	19 Noise / high sound levels
4	Crowds / Public (filming and control)	20 Public places
5	Cryogenics / compressed gas / low temps.	21 SFX (Special effects): Rain / snow / fire / smoke / steam / dry ice / heat
6	Confined Spaces: tanks / caves / tunnels	22 Special needs: Persons / children / elderly / language barriers
7	Dangerous Activities: Stunts / Props etc.	23 Storage: Scenery / props etc. secure storage on location
8	Dangerous Structures: derelict buildings / other (isolation of gas / electric supplies)	24 Technical facilities (visual): DVC / cables & runs / camera movement / scanners / PSC / OB's etc.
9	Environmental conditions: hot / cold / wet / dry	25 Travel Methods: plane / boat / helicopter / other
10	Evacuation Procedures: casualty evac. / Communication / ETA's / Fire procedures	26 Water: proximity / tanks / aqua parks / canals
11	Fatigue & Stress: long hours / physical exertion / adrenaline / early starts	27 Weapons: knives / firearms / swords etc. including fake weapons
12	First Aid / other medical requirements	28 Weather: Extreme climate / weather changes
13	First Aid / other medical requirements	29 Work place fire prevention: e.g. smoking / waste / signage / training
14	Flammable materials: paint / film / gasses	30 Working at height: ladders / towers / ropes / climbing equipment
15	Freelance crews / contractors / guides / porters	31 Other?

Fire	Control measures: Ensure there is a fire prevention procedure and a fire evacuation procedure and that all persons at risk are informed of it.
Electricity	All portable electrical equipment in use must be inspected and tested by a competent person before use and at least annually thereafter.
Required activities	
First Aid cover	HOD's are to ensure that an assessment has been made of the foreseeable types of injuries and that adequate first aid arrangements are in place during work activity

It should be made clear to all involved that the producer/director has overall responsibility for health & safety whilst on location/filming takes place - on occasion when he is not present (ie, on second unit film shoots) responsibility for this will be handed over to the assistant producer, researcher or Production Co-ordinator. In the event that this risk assessment does not cover the activity, filming schedule then it is the PD responsibility to complete the blank Risk Assessment to cover the specifics, which are not covered.

COMMUNICATION OF RISK ASSESSMENT: A safety briefing will be held at the start of filming by the P/D & on each day/new location/activity when necessary to clarify Health & Safety procedure, potential hazards, necessary controls/instructions and to inform all of who is in charge & what to do in case of emergency.

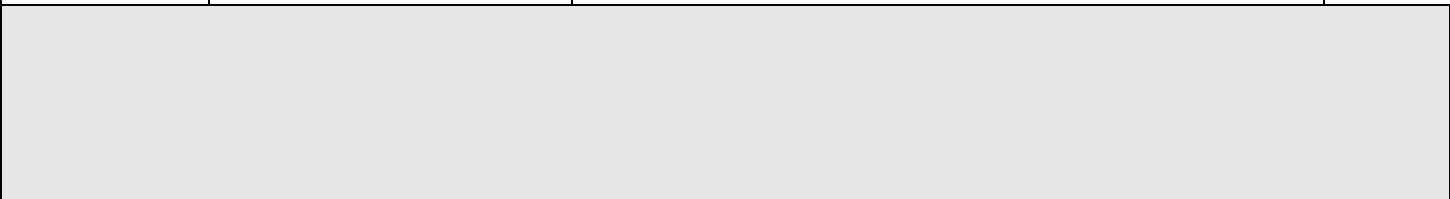
LIKELIHOOD	CONSEQUENCE				
	Insignificant	Minor	Moderate	Major	Catastrophic
Almost Certain	S	S	H	H	H
Likely	M	S	S	H	H
Possible	L	M	S	H	H
Unlikely	L	L	M	S	H
Rare	L	L	M	S	S

H	High Risk
S	Significant Risk
M	Medium Risk
L	Low Risk

**State whether persons 'at risk' are:
Staff(S), Freelance(F), Contractor(C), Performer/Presenter(P), Public/Audience(U)**

Hazard Number + Persons Exposed	MAIN RISKS IDENTIFIED <i>Describe risks and state if considered high (H), Significant (S), medium (M) or low (L) before controls are introduced.</i>	CONTROLS TO MINIMISE RISK <i>(Include names of experts or contractors to be used)</i> Indicate the risk state after control initiatives are introduced. I.e. (H/S/M/L). Ensure person(s) responsible for taking action in the control procedure are named and a copy of this assessment is given to them.	<i>Location Recce Photo number</i>
6 people 11	<ul style="list-style-type: none"> Long hours on set can cause actors/crew members to be tired. (L) 	<ul style="list-style-type: none"> Make sure the production schedule has details of what time of the day they will be filming and what the hours will be. This will not cause the actors/crew members to become tired. 	CG33
6 people 4	<ul style="list-style-type: none"> If a person comes in while filming is taking place this could cause the production to slow down because of the disruption. (L) 	<ul style="list-style-type: none"> Make sure a sign is up on the door so people know filming is taking place. Or have a runner be on guard during the filming. 	CG33
6 people 24	<ul style="list-style-type: none"> If any liquid is spilt on the equipment or. The equipment will become damaged or someone could get injured if they mess with the equipment. (M) 	<ul style="list-style-type: none"> Make sure liquids are placed in appropriate place and aren't near any equipment. 	CG33
4 people 19	<ul style="list-style-type: none"> The public could disrepute the shooting (M) 	<ul style="list-style-type: none"> Make sure all the crew is on guard when filming is taking place and let the staff know in advance what day and time during the week the crew will be shooting so they can alert their customers to not disturb the shoot. 	McDonalds Stratford Upon Avon Western Road

<p>4 people 28</p>	<ul style="list-style-type: none"> Depending on the weather on the day of filming then filming will be unable to take place on that day (H) 	<ul style="list-style-type: none"> Double check to see if the weather is okay on the day of filming. 	<p>McDonalds Stratford Upon Avon Western Road</p>



WHAT ELSE CAN BE DONE TO CONTROL THE RISK SO FAR AS IS REASONABLY PRACTICABLE?

Be Aware. P/D & PROD Co-ORD to carry out their own risk assessments on arrival at locations each day for anything that is not specifically covered in this RA. If concerned about any aspect of health & safety, or risk assessment to call the Head of Production at any time. All of the team on location should feel able to intervene if they are not comfortable with something & always refer back to the SP/PD/PM if in doubt. Meeting will be held to discuss Health & Safety with the contributors & production team in advance of any filming and discuss what will happen/be procedure in case of fire/accident emergencies.

RISK ASSESSORS (print):

LECTURER SIGNATURES:

DATE:

Additional notes:

Production crew in case of any emergency will carry mobile phones.

Local Hospitals

See Contact List/Schedule for details

If any 'potentially dangerous' activity is to be undertaken during shoot (by crew or cast members) you must inform the lecturer before committing and get their approval. for insurance purposes & then carry out own risk assessment at th

location before filming (blanks supplied)