

Risk Assessment

Last updated: May 2026



This risk assessment applies to all On The Mark Youth Theatre (OTMYT) activities, including rehearsals, workshops, performances and associated activities.

Activity / Hazard	Possible Risk	Control Measures	Risk Level
Drama / Singing Activities	Trips, falls or injury during activities	Children and young people are supervised by OTMYT staff and volunteers at all times. Participants are expected to behave sensibly and wear suitable clothing and footwear. Unsafe behaviour will result in activities being paused if necessary. First aid kits are available and trained first aiders are present.	Low
Dance Activities	Trips, slips, falls or physical injury	Warm-ups are encouraged where appropriate. Participants should wear suitable footwear and remove unsuitable jewellery where necessary. Activities are supervised at all times.	Low
Working on Stage	Falls, trips or collisions	Children and young people are instructed to move safely on stage areas and not to run. Staff supervise stage use and backstage movement.	Low
Stairs and Movement Around Venue	Trips, slips and falls	Children and young people should move sensibly around the venue and remain appropriately supervised. Staff monitor movement between rooms and activities.	Low
Use of Props	Injury from misuse of props	Props are used only under staff supervision and participants are expected to follow instructions carefully.	Low
Toilet Facilities	Children becoming unsupervised or vulnerable when using shared facilities	Younger children may be escorted to toilet areas by staff or volunteers where appropriate, but staff do not accompany children into cubicles unless exceptional circumstances require this and safeguarding procedures are followed. Older children should inform staff before leaving activities.	Low
Breaks / Food / Drinks	Dehydration, hunger, allergies	Breaks are scheduled during longer sessions. Participants may access drinks where required. Parents/carers are responsible for informing OTMYT of relevant allergies or medical conditions.	Low

Outdoor Breaks / Hot Weather	Sunburn, overheating, dehydration	Outdoor breaks are supervised and limited where appropriate. Children are encouraged to bring water and suitable weather protection.	Low
Electrical / Technical Equipment	Trips, burns or electrical injury	Technical equipment should only be operated by authorised individuals. Cables and equipment are positioned safely where possible.	Low
Fire / Emergency Evacuation	Injury or distress during evacuation	All venues used by OTMYT must have evacuation procedures in place. Staff should be aware of exits and assembly points and supervise children during evacuations.	Low
Safeguarding / Missing Child	Child becoming separated from group or safeguarding concern	Registers are used where appropriate and children remain supervised by OTMYT staff and volunteers. Any safeguarding concerns are immediately reported to the DSL or Deputy DSL.	Low
Medical Needs / Allergies	Illness, allergic reactions or medical incidents	Relevant medical information is collected from parents/carers. First aid kits are available and emergency contacts are retained.	Low
Behaviour / Emotional Distress	Distress, dysregulation or unsafe behaviour	OTMYT aims to provide a supportive and structured environment. Staff respond calmly and appropriately to behaviour concerns and reasonable adjustments are made where possible.	Low

This risk assessment will be reviewed annually or following any significant incident, operational change or change in guidance.