

# RISK ASSESSMENT

Taken in accordance with government guidance:  
<https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/performing-arts>

<b>Company</b>	Sandrine Monin
<b>Activity</b>	Covid safety measures for The Shopkeeper Project activities
<b>Description</b>	Covid-19 has impacted the performing arts industry and there need to be clear plan and contingency measures in place throughout the project

Who is affected	FILM	ENGAGEMENT
	Director	Interview participants
	Performers	Workshop participants
	Mentors	Students
	Film maker	Workshop Practitioner
	Composer	
	Photographer	
	Producer	
	Organisations	

Covid Mitigations
<p>Liase with each venue on their Covid mitigations</p> <p>The space/studio is clean before &amp; after use every day</p> <p>Hand washing compulsory before entering the studio</p> <p>Hand sanitiser and wipes will be made available in the studio</p> <p>The 2 performers are a fixed team/bubble and therefore allowed close proximity and contact</p> <p>Social distancing will be maintained with any other guest, mentor, collaborator, workshop participants</p> <p>Mask wearing compulsory for any activity where social distancing could be compromised (especially during physical activity or filming)</p> <p>Space/studio will be aired/ventilated regularly</p> <p>Regular breaks will be planned in the schedule to allow ventilation</p> <p>Anyone taking part in studio activity will be asked if they have any symptoms - if any symptoms present they will not be allowed in the space</p> <p>Temperature will be taken on arrival</p> <p>Record will be kept for NHS Test &amp; Trace</p> <p>Number of people present at the same time in studio/space will be kept to a minimum and in line with government guidance</p> <p>Material and surfaces touched should be wiped after use</p> <p>All participants will receive the risk assessment and will be required to adhere to requirements and to complete a personal risk assessment</p> <p>All participants will be asked if there are vulnerable or live with something vulnerable and safety measures will be taken accordingly</p> <p>When possible, activities will be made from home or online</p> <p>Project spread over a long period of time, without two consecutive weeks in case of self-isolation request</p>

Risks linked to film creation	Impact	Likelihood	Mitigation action	Contingency
Director tested COVID positive/symptomatic	High	Moderate	Above measures	Arrange with venues/artists to reschedule
Performer tested COVID positive/symptomatic	High	Moderate	Above measures	Arrange with venues/artists to reschedule Contract a new performer if at the beginning of the process
Mentor tested COVID positive/symptomatic	Moderate	Moderate	Above measures	Reschedule visit Online session
Filmmaker tested COVID positive/symptomatic	High	Moderate	Above measures	Reschedule filming
Composer tested COVID positive/symptomatic	Moderate	Moderate	Above measures	Work online Work with different composer
Producer tested COVID positive/symptomatic	Moderate	Moderate	Above measures	Work online
Photographer tested COVID positive/symptomatic	Moderate	Moderate	Above measures	Contract a new photographer
Space closed due to Lockdown	High	Moderate	Above measures	Arrange with venues/artists to reschedule Move any activity possible online

Risk linked to engagement activities	Impact	Likelihood	Mitigation action	Contingency
Director tested COVID positive/symptomatic	High	Moderate	Above measures	Arrange with group to reschedule session Move session online Send another practitioner
Interview participant testing COVID positive/symptomatic	Moderate	Moderate	Above measures	Reschedule interview Interview online
Workshop participant testing COVID positive/symptomatic	Moderate	Moderate	Above measures	Online workshop
Workshop venue closed due to COVID/lockdown	High	Moderate	Above measures	Reschedule session Move session online

High
Moderate
Low