

Covid-19 Risk Assessment

In these uncertain times, In a Nutshell Theatre is committed to delivering our History Experiences and Pint-Sized Pantos in the safest way possible for children, school/venue staff and our own facilitators and team members. Please see below for the outline of the risks we have identified and how these risks can be removed, controlled or minimised. All facilitators and members of the Nutshell team have been made aware of the following.

Level of Risk	Action	Risk	Our Precautions
High	Minimise contact	Facilitators could spread COVID-19	All sections of our History Experiences/ Pint-Sized Pantos where physical interaction between facilitators and children have now been adapted. Facilitators will not touch any children or staff during our History Experiences or Pint-Sized Pantos e.g. sections where performers enter into audience during Pantos now cut. Who can action this? Facilitators.
Medium	Carrying In a Nutshell equipment (props and scenery) through school/venue areas where children and other adults may be present	Facilitators could spread COVID-19	When transporting equipment, facilitators will wear PPE and respect the school/venue's one way system. Who can action this? Facilitators.

Level of Risk	Action	Risk	Our Precautions
Medium	Hand Sanitising	COVID-19 can live on surfaces for long periods of time	Facilitators to sanitise hands before, during and after each session. Who can action this? Facilitators.
Medium	Personal protective equipment (PPE)	Facilitators could spread COVID-19	Facilitators to wear clear plastic face visors throughout the History Experience/Pint-Sized Panto. Who can action this? Facilitators.
Medium	Props/equipment used	COVID-19 can live on surfaces for long periods of time	All props/equipment used during our History Experiences or Pint-Sized Pantos, whether owned by In a Nutshell Theatre or the school/venue, to be cleaned/disinfected before and after each session. Children will not interact with any Nutshell props/equipment. Who can action this? Facilitators.
Low	Performance Space	Facilitators could spread COVID-19	Facilitators must be at least 2 metres away from children and school/venue staff during our History Experiences/Pint-Sized Panto. Who can action this? Facilitators.

Level of Risk	Action	Risk	Our Precautions
Low	Costumes	COVID-19 can live on surfaces for long periods of time	Facilitators' costumes to be spray cleaned after each session. Childrens' costumes not be used to minimise risk of infection. Who can action this? Facilitators and Nutshell Team
Low	Minimise Mixing	Children could spread COVID-19	We will only perform to one class per session/ classes in the same bubble to avoid physical contact between children in separate bubbles Who can action this? The school/venue
Low	Interactive Activities during History Experiences	COVID-19 can live on surfaces for long periods of time	For these activities, such as writing a letter from the Front Line (our World War One Experience), we will email any necessary work sheets to the school/venue. These documents can then be printed by the school/venue, so they are not handled by any member of the Nutshell team. If necessary to the workshop, schools/venues must provide arts and crafts supplies such as pens, paper and glue, for certain activities, such as cave painting (our Stone Age Experience). Who can action this? The Nutshell team and the school/venue

Level of Risk	Action	Risk	Our Precautions
Low	Ventilation	COVID-19 thrives in environments with poor ventilation	Keep doors and/or windows open, or employ current indoor ventilation system, to allow for airflow. Who can action this? The school/venue
Low	Number of Facilitators	Facilitators could spread COVID-19	In a Nutshell Theatre has currently reduced our pool of active facilitators to minimise staff mixing and reduce the risk of infection.

Travel Requirements:

- Facilitators will be provided with hand sanitiser, face masks, and anti-bacterial wipes which must be used during travel.
- Facilitators will travel separately if they are not part of the same household. If unforeseen circumstances make travelling together unavoidable, facilitators are required to wear masks, and carry hand sanitiser and antibacterial wipes on them.
- Facilitators will travel by car to reduce use of public transport.
- If unforeseen circumstances make the use of public transport unavoidable, facilitators are required to wear masks, and carry hand sanitiser and antibacterial wipes on them.

Facilitator Requirements:

- In a Nutshell Theatre must be notified of any underlying medical conditions and risk facilitators to ensure facilitator safety.
- If facilitators have received notice from the NHS that they are required to shelter at home, In a Nutshell Theatre must be notified so we can temporarily remove you from the casting pool.
- If facilitators are showing any Covid-19 symptoms at all, they must notify In a Nutshell Theatre immediately if it will affect their ability to attend work or could expose fellow facilitators, children and school/venue staff to risk of infection.
- Facilitators must wipe down/spray/sanitise any props that are reused in the kit after each session. In a Nutshell Theatre will also provide the cleaning equipment required for this task.
- Facilitators must agree to these working terms to be considered for casting and must ensure they are adhering to government policy on social distancing outside of the workplace, to ensure they minimise risk of infection to themselves and to their fellow facilitators, children and school/venue staff once they commence work.