

## Space Dome Risk Assessment Form



Date: 22/09/2023	Assessed by: Alexia Southern	Validated by: Ryan Forde	Location: Space Dome, First Light Pavilion	Assessment ref no JBCE220924	Review date: 22/09/2024
Task / premises: Various immersive auditorium shows of duration between 15-40 minutes, performed for the general public, adult groups, uniformed groups and school children of all ages in the Space Dome.					
Activity	Hazard	Person(s) in danger	Existing measures to control risk	Risk rating	Result
Entering and exiting the auditorium	Slips, trips and falls	All visitors and staff	<ul style="list-style-type: none"> <li>Participants clearly instructed to walk, not run</li> <li>Lights on whilst visitors are entering the auditorium</li> <li>A clear route of ingress should be identified to visitors, ensuring that they avoid the projection screen and any AV equipment, lecterns etc that may be positioned at the front of the room</li> <li>At least 1 member of staff present inside the dome at all times</li> </ul>	LOW	A
Presentation by presenter	Slips, trips and falls	All visitors and staff	<ul style="list-style-type: none"> <li>No food and drink allowed inside the auditorium</li> <li>Participants instructed to enter the auditorium slowly to give their eyes time to adjust to the low light levels</li> <li>Steps highlighted with reflective tape</li> <li>Presenter makes sure all participants are seated before turning off interior light and beginning presentation</li> <li>Participants are instructed to remain seated and not move around during the presentation</li> </ul>	LOW	A
	Exiting the dome during the presentation	All visitors and staff	<ul style="list-style-type: none"> <li>Before entering the dome presenter will inform participants that anyone feeling uncomfortable during the presentation can leave at any time</li> <li>If any participants need to leave the dome during the presentation, presenter can turn on interior light if required</li> <li>No re-admittance in to the dome once the show has started</li> </ul>	LOW	A
	Feelings of nausea during projection movement	All visitors and staff	<ul style="list-style-type: none"> <li>Customers should be warned that some of the content may affect those with photosensitive conditions and/or motion sickness</li> </ul>	LOW	A

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Activity	Hazard	Person(s) in danger	Existing measures to control risk	Risk rating	Result
	Electric shock	All visitors and staff	<ul style="list-style-type: none"> <li>Participants walk around edge of the dome, well clear of any electrical equipment in the centre</li> <li>All equipment PAT tested</li> </ul>	LOW	A
Emergency evacuation procedure, e.g. in event of fire alarm	Delay in evacuation due to being in dome	All visitors and staff	<ul style="list-style-type: none"> <li>Participants instructed to remain seated until the presenter has turned on the lights</li> <li>Participants exit by nearest safe fire exit and gather outside at muster point</li> </ul>	LOW	A
Emergency procedure in the event of power cut	Disorientation and panic due to sudden darkness	All visitors and staff	<ul style="list-style-type: none"> <li>Presenter has battery powered light at hand for use in the event of a power loss</li> <li>Battery powered light is tested at the start of each day</li> </ul>	LOW	A
Equipment maintenance	Fire caused by overheating projector or computer	All visitors and staff	<ul style="list-style-type: none"> <li>Projector and computer dust filters to be cleaned in accordance with operating instructions, or more frequently if required</li> </ul>	LOW	A
Access to the server room	Electrocution	Visitors	<ul style="list-style-type: none"> <li>All equipment PAT tested and subject to regular maintenance</li> <li>The door to the server room to be closed and locked at all times whilst visitors are in the auditorium</li> </ul>	LOW	A