

# Little Angel Studios

## Information for Undertaking a Risk Assessment for School Visits

### General Profile

*Please note that this information is designed to guide you in writing your risk assessment rather than be a risk assessment in its own right. The risks will vary according to your own needs and should be assessed on an individual basis.*

**Address:** Sebbon Street  
London  
N1 2EH

**Occupier:** Little Angel Theatre

**Trade/Business:** Entertainment / puppet theatre

Little Angel Theatre employs 17 full-time members of staff and 13 part-time

**Executive Director:** Peta Swindall

**Front of House Manager:** Alex Carter

**Box Office and Data Manager:** Wood Godwin

**Responsible person:** Peta Swindall

**Appointed person(s):** Peta Swindall / Alex Carter

**Evacuation Officers:** Alex Carter or their appointed deputies

**First Aiders:** Alex Carter / Sarah Schofield / Conall Borowski / Ellie Mills / Peta Swindall

We cannot guarantee to have a first aider present at all times.

**Description:**

Little Angel Studios are a former community centre that has been converted into rehearsal rooms and offices by Little Angel Theatre in 2014. The capability of becoming a black box studio theatre was added in 2016.

The performance space is on the first floor, along with a unisex toilet and a disabled bathroom. Access is via stairs, or a lift operated by staff.

The seating configuration of the space varies according to the production, and can consist of chairs, seating blocks, floor mats or a combination. The current capacity of the space is usually between 30 and 100. Ushers monitor the audience before and during the show in case of emergencies and assist with evacuation.

There is space for one wheelchair in the auditorium when seating is removed. Wheelchair spaces must be booked in advance as this involves taking seats off sale.

2 fire exits are located in the Auditorium, at either end of the hall. All staff are trained in evacuation and fire procedures.

Fire extinguishers are located at strategic points around the building.

Audience members can buy snacks (sweets and biscuits) and drinks at the downstairs box office.

The entire building is a designated No Smoking zone.

**Covid 19 advice for schools:**

We have changed some of our working practices to make the venue secure for customers. We can make our full Covid-19 risk assessment available on request. Our actions are outlined below.

We have enhanced our regular cleaning between shows to ensure the venue is as clean as possible.

We have a minimum of 1m between stage and audience.

The audience will be asked to sanitise their hands on arrival.

Audiences will be asked to queue in a socially distanced manner.

Everyone over the age of 11 who is not exempt will be required to wear a mask indoors.

We will be taking audience temperatures on arrival and anyone with a temperature over 37.8c will be asked to return to school and follow the school's potentially infectious person's protocols.

An air filtration unit is used during performances, and the space is aired between performances.

Toilets are deep cleaned before and after performances.

Audiences have a shorter arrival time to reduce the duration of social contact.

All front of house staff are temperature checked on arrival, wearing masks, and encouraged to keep good hand hygiene.

One way system implemented to control the flow of audience traffic.

All staff on site tested for Covid twice a week.

See it Safely Accreditation: in the case of Covid isolation, we will exchange or credit tickets.