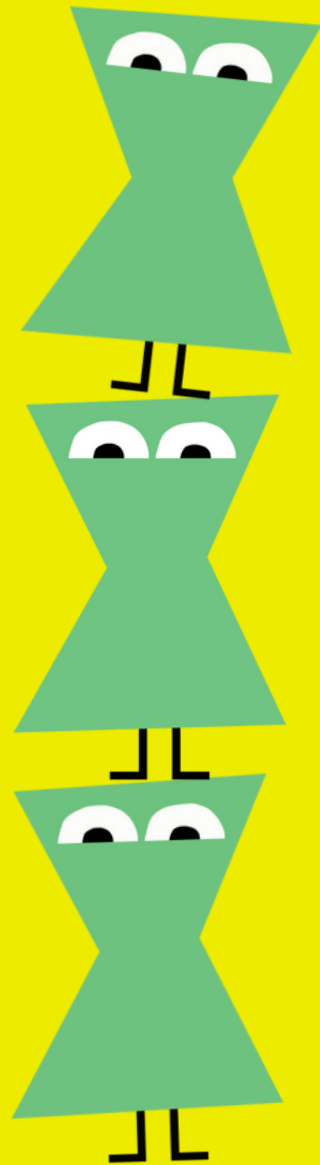


Risk assessment

For school and OOSH groups

monkey theatre
baa co.





Hello!

Venue

ARA Darling Quarter Theatre

Location

3/1-25 Harbour St, Sydney NSW 2000

Phone

(02) 8624 9340

Email

admin@monkeybaa.com.au

At Monkey Baa, the safety and comfort of students, teachers, and carers is a top priority. We request that teachers and carers inform us in advance of any concerns that may affect the well-being of students during their visit to our venue. While we strive to ensure the safety of all visitors, Monkey Baa is not responsible for students unless specifically stated otherwise.

Hazard	Risk	Harm	Likelihood	Impact	Controls
DARLING HARBOUR	The venue is located in the Darling Quarter near Darling Harbour Wharf, surrounded by water.	Falling in water Drowning	Very unlikely	Severe	The edge of the wharf is clearly marked, but some areas lack handrails. Please keep students away from the edge and instruct them not to run.
TUMBALONG PARK	Tumbalong Park is a public space used by the general public and frequently crowded with people. Seagulls and ibis are commonly found outside the venue and may swoop for food.	Assault by dangerous strangers Illness from animal Injury from animal	Very unlikely	Significant	Keep students in view and refrain from interacting with unfamiliar individuals. Instruct students to keep their food in their bags when not eating and discourage them from feeding the birds.
BUILDING WORKS	Darling Quarter may undergo building works in the vicinity of Tumbalong Park and the venue.	Falling Injury	Very unlikely	Significant	Keep students in view and steer clear of any building works. Building works are clearly marked and enclosed by staff/builders from Darling Quarter.
VENUE ACCESS	Access to the venue involves three steps.	Unable to access via stairs Falling	Likely	Minor	A ramp for access is located to the left of the venue doors. Instruct students to walk sensibly when ascending stairs and not to run.
PUBLIC SPACE	The foyer is a public area that may be used by members of the public.	Assault by dangerous strangers	Very unlikely	Significant	Keep students in view and refrain from interacting with unfamiliar individuals.
TOILETS	The toilets are accessible to the public and may be used by members of the public.	Assault by dangerous strangers	Very unlikely	Significant	Keep students in view and refrain from interacting with unfamiliar individuals.
DOORS	The doors to the theatre are not automatic and will lock when closed.	Distress from being locked in or out	Very unlikely	Minor	The doors to the theatre will be opened by staff before the students arrive. Remind students not to close the doors, as they will automatically lock. In case of accidental closure, staff will be able to open them.

Hazard	Risk	Harm	Likelihood	Impact	Controls
STAIRS + RAMPS	There are stairs that lead to the seating in the theatre.	Unable to access via stairs Falling	Likely	Minor	Advise students to use the ramp access into the theatre if needed and to walk sensibly up or down stairs. Remind students not to climb over the seating.
CONTENT	The show that students will be watching may contain themes that could be potentially triggering.	Distress from triggering themes	Unlikely	Minor	Advise students to speak with their teacher or contact Monkey Baa if they feel uncomfortable with any themes in the show.
LIGHTING	Before the performance, during intermission, and after the performance, the lighting in the theatre is set to house lighting, which is dimmed to allow for full visibility. During the performance, the house lights are dimmed for low visibility, and the lighting on stage may include strobes, lasers, and UV lighting. If students are sensitive to such lighting effects, they should inform the education manager.	Strobe lighting can affect students with epilepsy and lasers/UV can cause permanent eye damage	Unlikely	Significant	The venue will inform schools beforehand if a performance includes strobe, laser, or UV lighting effects. If students are sensitive to these effects, they should contact Monkey Baa. The venue follows the safety precautions outlined by the Australian Standard for the safe operation of lasers and UV lighting. Students should be reminded not to run up or down stairs and not to climb over seating.
NOISE	During the performance, sound on stage may be loud and may cause discomfort for some students.	Hearing damage or loss	Very unlikely	Significant	If a performance includes loud sound, schools will be notified prior to their visit. If students have any specific needs, they should contact the Education Manager to discuss available options for a relaxed performance.
TECHNICAL EQUIPMENT	Students may be in proximity to technical equipment, stage properties and other related workplace materials.	Electrical shock Electrical fire Personal injury Damage to property	Very unlikely	Significant	Students must not touch any technical equipment and observe safety rules and instructions from staff. The venue adheres to strict regulations and all equipment is regularly inspected and maintained to ensure it is in proper working condition, including current safety tags and test labels. Cables are checked for fraying or signs of wear and power never exceeds safe loading levels on dimmer boards, circuit breakers, power points.

Hazard	Risk	Harm	Likelihood	Impact	Controls
HAZE	During the show, haze may be used on stage and travel into the audience	Haze particles can affect the heart and lungs, especially in people who already have chronic heart or lung disease	Unlikely	Significant	If a show includes the use of haze, schools will be warned before their visit. If students have any sensitivities to haze, they should contact the Education Manager for a relaxed performance.

Evacuation and emergency procedures

An evacuation plan is in place and our staff are trained accordingly. Evacuations, if required, are coordinated by the Front of House Manager and Venue Supervisors on duty in liaison with the ARA Darling Quarter security team. ARA Darling Quarter has a fully compliant fire detection and suppression system, which includes an Emergency Warning and Intercommunication System. There are multiple emergency exits in the venue that are clearly illuminated. The assembly point is the grassed area in front of the North Commonwealth Bank Tower. In the unlikely event of an emergency please follow guidance from staff wardens in red caps or emergency personnel.

Getting to the theatre

To reach Darling Quarter, there are several options for transportation. For those taking a bus, alight at Market, Park, Druitt, Bathurst, or Liverpool streets for buses traveling through the city along Elizabeth, Castlereagh, George, or York streets. The most direct route to Darling Quarter is Bathurst Street. For train travellers, get off at Town Hall Station and head south on Bathurst Street for a short walk to the Darling Quarter. If driving, there are secure parking stations located in the area. Coach travellers can be dropped off on Harbour Street outside the Commonwealth Bank Building or at Pier St next to the Chinese Gardens, however, there is no bus parking nearby. It's important to note that the Darling Quarter is a busy area, and students must be supervised at all times.

When to arrive

We recommend that you arrive 30 minutes before the start time of the performance. The interior auditorium doors will open 30 minutes prior to the start time to allow ample time for seating large groups. Upon arrival at the venue, please check in with staff and sign an attendance record to confirm your numbers. If you are running late, please call (02) 8624 9340. It's important to note that each show may have different policies for latecomers, and entry may not be permitted after the advertised performance time.

Services and facilities

Toilets

Patron and public toilets are available in the foyer to the right of the box office. All toilets have baby change facilities. fire protection facilities. Fire extinguishers and hoses are located throughout the venue and their positions are clearly labelled. All areas in the venue are covered by sprinkler systems, which are activated by heat. This system, when activated, automatically transmits a fire alarm to the Fire Brigade, and gives out a dispersed spray of water to control the fire.

Medical emergencies and first aid

If a person is seriously injured or ill, call an ambulance immediately on 000 and be ready to provide the following details:

- your name
- your location
- type of emergency
- number of people involved
- any medical details

Staff and Security Officers will respond to calls for emergency first aid and assist emergency services such as ambulances to the scene. Nominated First Aid Officers are located in the venue. Should you require First Aid request assistance from a member of Front of House staff. Darling Quarter Security Officers are also in radio contact and are able to respond and summon help quickly. First Aid boxes are located in the Box Office and the Backstage areas. A defibrillator is available from the Darling Quarter security.

Security

Security Areas of the Darling Quarter precinct are covered by CCTV including the venue. Tumbalong Park located outside the venue can get extremely busy, especially during school holidays and weekends, this area is patrolled by security and rangers who are available to help in emergency circumstances. Darling Quarter Security can be reached on 02 8267 8210.

Other information

Workshop participation

Participants may attend the workshop at the venue, which may require movement around the theatre space. Please be mindful of your steps and follow the facilitators' instructions. When on the stage, be aware of theatre lights, equipment, and set features. Detailed information for each workshop will be distributed.

Backstage access and tours

Students may be allowed to tour the backstage area of the venue. Be aware of potential trip hazards. Keep in mind that you may be near technical equipment, stage properties, and other workplace materials. Do not touch any equipment or properties during the tour.

COVID-19 safe plan for schools

Monkey Baa takes measures to ensure a COVID-safe environment for schools and vacation care groups. Please don't visit if you feel unwell or are awaiting the results of a COVID-19 test. We strongly recommend that audience members 12+ wear a mask at all times during the performance. Theatre capacity is at 100%. Please note you might be seated alongside other ticket holders. Practice good hand hygiene. Hand sanitising stations are throughout each venue.



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