



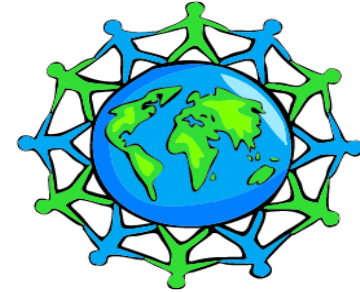
CHILDREN FOR CHANGE

FOBISIA DRAMA FESTIVAL 2023

HOSTED BY

GARDEN INTERNATIONAL SCHOOL
EASTERN SEABOARD, THAILAND

YOUR CHOICE. THEIR FUTURE. OUR FAMILY



Risk Assessment for FOBISIA Drama Festival 2023

Festival dates - Wednesday 18th January 2023 - Saturday 21st January 2023

Queen Sirikit Navy Hospital and Bangkok Hospital, Pattaya are the closest affiliate hospitals - Travel time is 15 minutes to Queen Sirikit from school and hotel, and 35 minutes to Bangkok Hospital, Pattaya from school and hotel.

Emergency numbers:

- Event host - Mr. Kenneth Lund - Phone: +66 909805363 Whatsapp: +66 909805363
- Event host - Ms. Mallika Singh - Phone: +66 619869390 Whatsapp: +91 9810048293
- Principal - Ms. Jackie Houghton - Phone: +66 899247196
- Head of Secondary (DSL) - Mr. Lee Childs - Phone: +66 632540360
- Site Manager - Khun Nim Nanaphat - Phone: +66 870082654
- School Nurse: Ms. Yvonne Cometa - Phone: +66 903855263

Schools to make their way to either Don Muang (DMK) airport, Suvarnabhumi (BKK) airport or (for local schools) directly to Serene Phala hotel

Activity	Location	What are the Hazards to Health & Safety	What Risks do they pose and to whom?	Risk Level H/M/L	Likelihood H/M/L	What precautions have been taken to reduce the risk?	Risk Level H/M/L	What further action is needed to reduce the risk
Whole event	BKK/DMK Serene Phala GIS	Medical emergencies and illness	Any students or staff	H/M	M/L	There will be an emergency vehicle on site at all times when students are at school or at the hotel. In case of urgent emergencies, a medical team can also be called. There will also be a first aider and/or a medical professional on hand for transport down from BKK/DMK to Ban Chang.	M/L	It is encouraged that visiting school staff members are first aid trained. Illness will be dealt with on a case by case basis, responding to advice from medical professionals.
		Food Allergies	Any identified students or staff	M/L	L	All guests attending the festival will be asked about any allergies and will be clearly identified to staff. Further, please note that GIS is a nut-free campus, so visiting students and staff are	M/L	All menus will be checked to ensure food allergy restrictions are met.

						asked not to bring anything containing nuts on site.		
		Using phones irresponsibly	Safeguarding and PDPA risks to the student using the phone and other students or staff	M	M	Students will not be allowed to have phones during any activities on site at school or at any official festival events. Visiting staff will be asked to collect phones at the start and end of the day.	M/L	Whether students will be allowed to have their phones during downtime at the hotel is up to the discretion of individual schools
Transport Flow chart in case of incident during transport	BKK/DMK Serene Phala Hotel GIS	Students moving around inside buses	Risk of injury to self and others	M	M	Staff to ensure students are wearing seat belts	L	Wearing of seatbelts should be checked regularly throughout journey
		Getting on and off the bus	Fall, trip hazard, collision hazard. Risk of injury to self and others.	M	M	Staff to ensure it is safe for students to alight from the vehicle - especially in car parks or on the side of roads. Drivers to find safest place to stop	L	Reminding students to be careful of other vehicles, especially scooters.
		Breakdown, puncture	Risk of injury to self and others	M	L	If the bus breaks down in a dangerous place,	L	Call school and arrange a

			if students leave the bus			remove pupils and staff from the vehicle. Staff lead pupils to a safe place and take register.		replacement bus. Ensure the relief bus is parked appropriately to ensure safe transfer of pupils and staff.
		Travel sickness	Vomiting on self and others	L	M	Each bus should have a kit bag with plastic bags, tissues, wet wipes and disposable gloves.	L	The bus will be stopped, and the sick child moved to the front, beside a staff member.
		Stopping at services	Traffic, loss of student	H / M	L	Ensure buses park in a safe area for students go get on / off. Students in buddy system. Groups. Adult supervision at the road crossing and designated stores / restaurants	L	Limit stores and restaurants that can be visited.
Hotel	Serene Phala Hotel	Alcohol consumption	Alcohol poisoning, drunkenness, sickness	L	L	Hotel advised to remove minibar from all rooms (though there shouldn't be one)	L	No further action
		Interacting with strangers	Kidnap, assault	H	L	Students advised to keep doors to rooms	L	Event host will explain meeting points clearly

						locked at all times. When moving around the hotel, travel in pairs or larger groups. All corridors to the bedrooms have locked doors and can only be accessed with a keycard by hotel guests.		and ensure there is a member of staff there from 10 minutes before the meeting time. KL and MS (event hosts) will be staying on site.
		Use of pool	Drowning, slips, trips	M	M	Schools advised that if they wish to allow students to swim that they should supervise.	L	We will ensure the hotel has appropriate safety equipment. There is no lifeguard on duty, so it is up to the individual school's discretion but not recommended for use.
		Fire	burns, death	H	L	Event hosts to run through fire procedure at initial briefing. Pre-festival check that hotel has information and signage in place	L	Visiting staff to read any safety information provided by hotel
Thai Fair	GIS Hardcourt	Food	Sickness, diarrhoea, food poisoning,	M	M	All caterers checked beforehand, each stall will have signage in	L	Obtain a list of all students with allergies and specific

			allergy			English referring to specific allergies Schools to provide a list of all students allergies		food requirements and will liaise with staff to help facilitate student needs.
		Moving around the site	Trips, slips, burns	L	M	Ensure all wiring is out of the way or taped down. All caterers will cook away from service areas. Corridors will be well lit for added visibility.	L	NA
		Getting lost		L	L	School tour at the start of the festival to give visiting students and staff familiarity of the site. Staffing around the site to guide students. Guards on exits of site. All students will be provided a site map in the welcome pack.	L	N/A
Beach Party	Serene Phala	Interacting with strangers	Kidnap, assault	M	L	Staff on duty to supervise (1:10 ratio). Gated hotel. Hotel security on the beachfront.	L	First aiders to be present

		Alcohol consumption	Alcohol poisoning, drunkenness, sickness	L	L	Booking out the entire hotel for the festival, so all members of hotel staff will be aware that there is no alcohol to be sold. Pre-visit to ensure there is no access to alcohol.	L	Staff to be positioned by the bar Students in FOBISIA T-shirts, bars advised
		Moving around the site	Trips, slips	L	M	Pre-visit check of area.	L	First aider to be present
		Accessing the shoreline	Drowning	M	L	Staff on duty to supervise the area and prevent students from accessing the shoreline	L	First aider to be present. Medical emergency vehicle on site.
School	Garden International School, Rayong	Workshops	Trips and falls	L	L	All workshops run by qualified teachers or professional practitioners. Practitioner workshops to also be supervised by a qualified teacher.	L	School nurse on call
		Moving between buildings, classrooms	Getting lost, trips and falls	L	L	Staff to be available to guide students. Students will be provided with a map in the welcome pack.	L	Student ambassadors to act as guides, moving students from location to location. Signage to be displayed around the

								school. GIS staff members will also be on hand to direct students.
		Performances	Behaviour during shows	L	L	<p>Students to be reminded of behavioural expectations</p> <p>Students to be told to remain in their designated seats throughout the show.</p> <p>Teachers to be placed at regular intervals to break up large groups of students and maintain behaviour standards.</p> <p>No food or drink allowed inside the auditorium</p> <p>No phones allowed for the show.</p>	L	<p>Pupils to be sensible at all times. No running, shouting etc.</p> <p>Collect phones in?</p>
		Chiara D'anna Commedia	Damage to Commedia	L	L	Students will be told to respect and be careful	L	NA

		workshop	Masks			around the masks. Staff assigned to each station to help monitor behaviour.		
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Assessor: K Lund/ M Singh/ J Houghton/ M Hambling

Signed:

Date: