



## KINGS LANGLEY MUSICAL THEATRE COMPANY

### Health & Safety Policy : Statement of Intent

Kings Langley Musical Theatre Company (KLMTTC) is committed to ensuring, so far as is reasonably practicable, the health, safety and welfare of all members, volunteers, cast, crew, visitors, audiences and contractors involved in our activities, rehearsals, performances and events.

We recognise our duty to provide a safe and healthy environment and to prevent accidents, injuries and work-related ill health. We also recognise the shared responsibility of everyone involved with the company to support safe working practices and to raise any concerns promptly.

To achieve this, we will:

- **Comply with all relevant health and safety legislation** and recognised theatre safety standards.
- **Assess and manage risks** associated with rehearsals, performances, set construction, technical work, costumes, props and front-of-house operations.
- **Provide safe rehearsal and performance spaces**, ensuring that stages, backstage areas and equipment are maintained and used safely.
- **Ensure safe use of equipment** including lighting, sound, staging, rigging, scenery and special effects.
- **Provide appropriate instruction, supervision and training** to members and volunteers where needed.
- **Promote good housekeeping** including clear walkways, safe storage, and tidy backstage and technical areas.
- **Ensure clear emergency procedures** are in place, including fire safety, evacuation arrangements and first aid provision.
- **Record and investigate accidents, incidents and near misses** to reduce the chance of recurrence.
- **Protect vulnerable participants**, including children and young people, and work alongside safeguarding policies where applicable.
- **Consult with members and volunteers** on health and safety matters and encourage reporting of hazards without fear of blame.

Responsibility for implementing this policy rests with the **Committee** of KLMTTC. Day-to-day responsibility is delegated to the Production Manager, supported by production teams, stage managers and department leads.

This policy will be **reviewed annually** or sooner if there are significant changes to our activities or legislation.

#### Review

KLMTTC formally reviews this document once a year.

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