

Dumfries & Galloway Youth Orchestra Risk Assessment

Step 1: Risk Identification	Step 2: Risk Assessment		STEP 3: MANAGING RISKS					
List of Possible Risks	Impact (H/M/L)	Likelihood (H/M/L)	What are we already doing about it?	What more can we do about it?	When will it be done?	Who will do it?	How will we review progress?	Reviewed Level of Risk
Not enough young musicians apply to join the orchestra	H	L	Actively recruiting. Advertising.		Recruitment will be an ongoing process.	Jane Hainey with help from board members as necessary.	Ongoing at board meetings.	L
Lack of sufficient funds	H	M		We shall be in a position to apply for grant funding once the organisation becomes a SCIO.	Fund raising will be an ongoing process.	Board members led by Peter Hutchison and David Howdle.	Ongoing at board meetings.	L
The organisation fails to become a SCIO rendering grant funding difficult to obtain.	H	L	Creating a constitution and applying to OSCR for SCIO status.		As soon as possible, hopefully by the end of 2018 or early 2019.	David Howdle.	Ongoing by email and at board meetings.	L
A person is hurt or property of another damaged during a DGYO event or when DGYO is otherwise responsible.	H	L	DGYO is, as a temporary measure, working as a sub group of the Solway Sinfonia and will benefit, if necessary, from their public liability insurance.	Once DGYO is properly constituted we shall seek our own public liability insurance.	By end of 2018 or early in 2019.	Peter Hutchison.	At board meetings as necessary.	L

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Young musicians have difficulty in travelling to rehearsals.	M	L		If necessary, consider applying for funding for suitable transport. If necessary seek to use school minibuses.	If necessary, at a future date, options will be considered.	Board.	N/A	L
Lifting and carrying of heavy/awkward loads including musical instruments/cases.	M	L	Sharing heavy loads between at least two adults.	Ensure that the lifting and carrying of heavy/awkward loads is always carried out with a minimum of two adults.	As necessary.	Adults.	N/A	L
Getting in or out of the space (fire evacuation in rehearsals or public events)	H	L	Aware of fire escapes in venues currently used.	Ensure staff are aware of fire safety exits in all venues used.	On entering all unfamiliar venues.	Supervising adults.	N/A	L

Date to be reviewed

Every AGM

Person/Group responsible for review

Secretary