



SUSI EARNSHAW

School of Academics & Performing Arts

CRISIS MANAGEMENT POLICY

Reviewed by: Proprietor

Frequency Date: Annually

Date Reviewed: July 2019

Next Review Due: September 2020

THREATS AND RISKS REPORT

We have decided to look at the risks that could affect the opening and running of the Susi Earnshaw Theatre School beyond a couple of hours very short term "glitch" of some description.

The management have decided that if we look at potential risks and threats to the school ahead of time, we could, should an incident occur, possibly provide a temporary provision for the school if it is affected by a major incident.

REASON

In any town, all public buildings could be affected by: fire, flood, gas leak, high wind damage to premises etc and as the school is based in a city there may also be a risk of a terrorist incident or a violent attack.

CONTINGENCY

We understand the need for contingency planning but then we examined what has already been done to address the risk. Indeed, is there anything else that can be done to

reduce the risk and then what risks remain.

TIME FACTOR

There are then two other factors that we should look at, a very short-term disruption (maybe one or two weeks before normal service can be resumed) and then a long term disruption (many months of chaos). Obviously what ought to be done in if a function cannot be used for a week is very different to what needs to happen if months of disruption may ensue.

CHANCE OF RISK

We then categorised the chance of the risk occurring as:

- 1.1) Low. Very little chance of the risk occurring
- 2.2) Medium. A possible threat maybe
- 3.3) High. A real possibility of this happening at some point

DESCRIPTION OF ACTIVITY

These were the usual functions and resources that a school needs to operate on a daily basis. Can any of these be, for example, back up copied or whatever to assist in school life preservation?