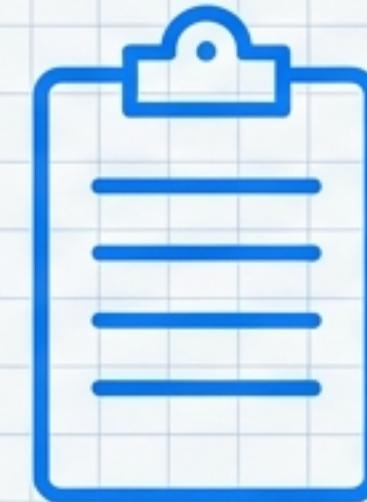


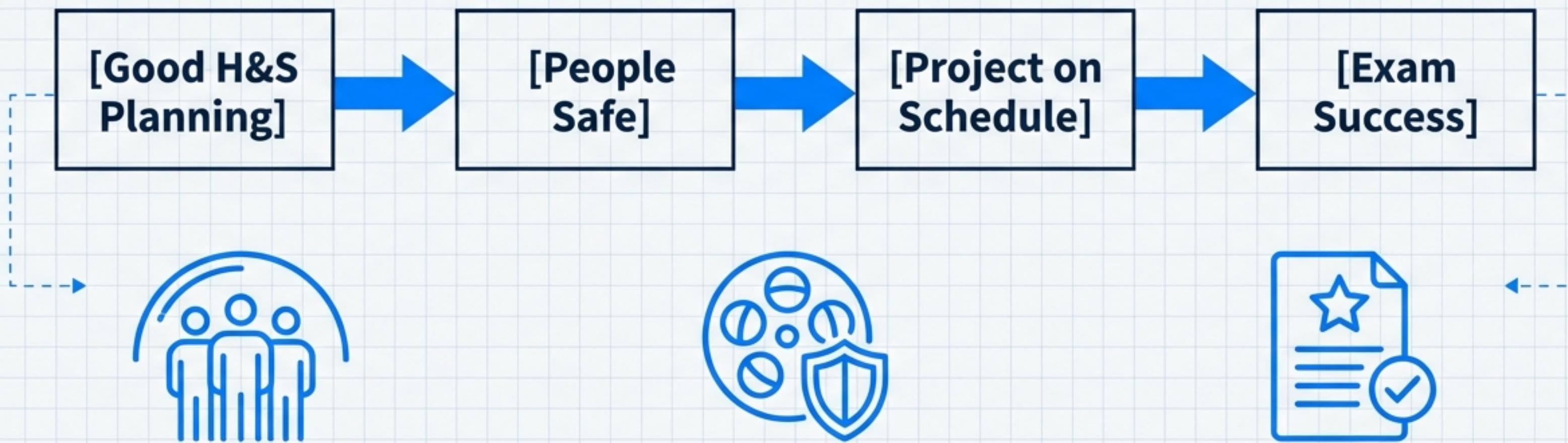
# **The Producer's Playbook: Mastering Health & Safety for R093**

Turn Potential Chaos into Controlled Creativity



# Why H&S is a Producer's Superpower

Health & safety planning protects everyone involved in a media project – cast, crew, members of the public and clients. Good risk assessments, control measures and safe working practices help prevent accidents and keep productions running smoothly.



## Protects People

Prevents injury or harm to everyone on and off set.

## Protects the Project

Helps meet legal duties, preventing costly delays and accidents.

## Guarantees Marks

Appears in the exam as scenarios you must analyse and improve.

# The Core Equation: Hazard → Risk → Control



## HAZARD

Something that could cause harm.

### Examples:

Cables, vehicles, weather, heavy equipment.



## RISK

How likely it is that harm will happen and how serious it could be.

Likelihood & severity are often scored to prioritise which risks to deal with first.



## CONTROL MEASURE

An action taken to reduce the risk.

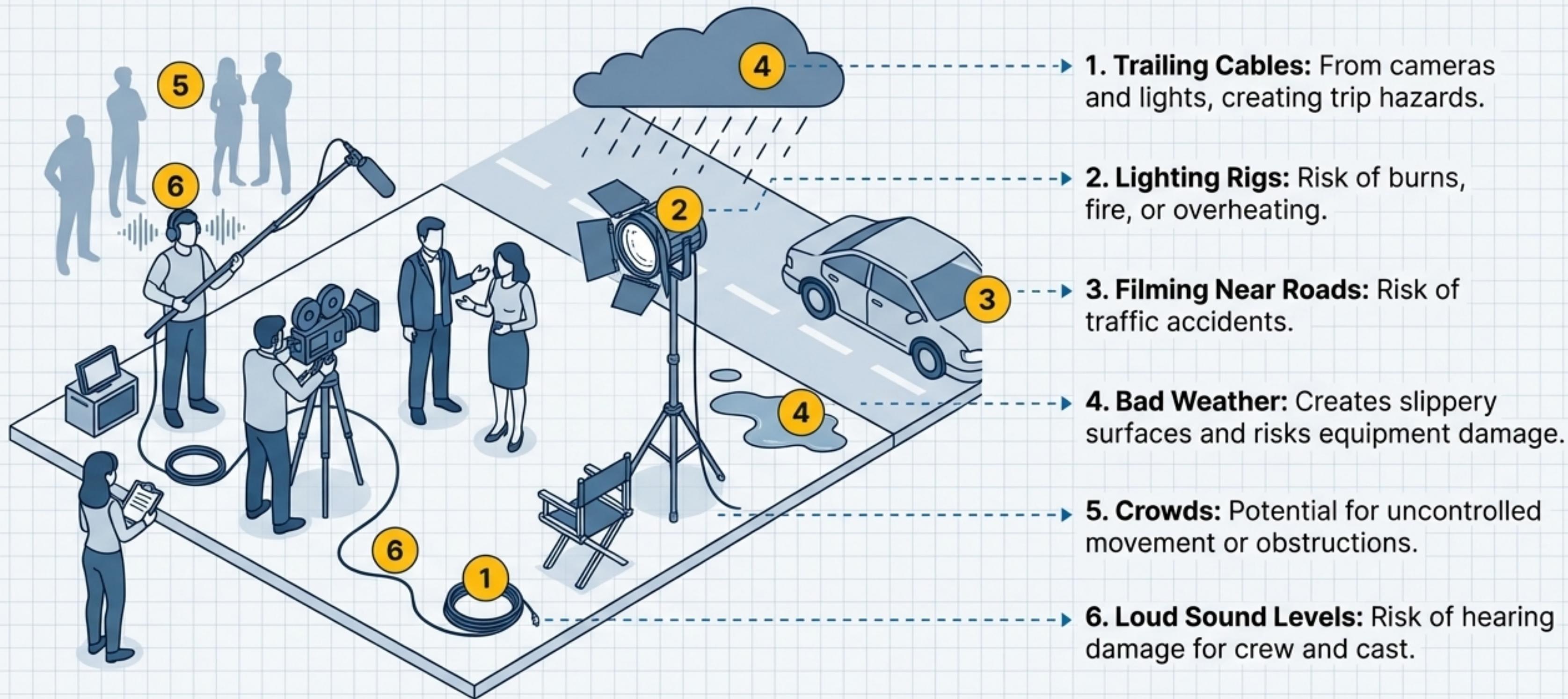
### Examples:

Cable covers, barriers, PPE.



**Exam Link:** In any scenario, your first job is to identify the specific **hazards** and then suggest practical **control measures**.

# Spotting the Dangers: A Field Guide to Common Hazards



# Reading the Terrain: The Pre-Production Recce

A **recce** is a location visit carried out before filming to check for suitability and safety. It's where your risk assessment begins.

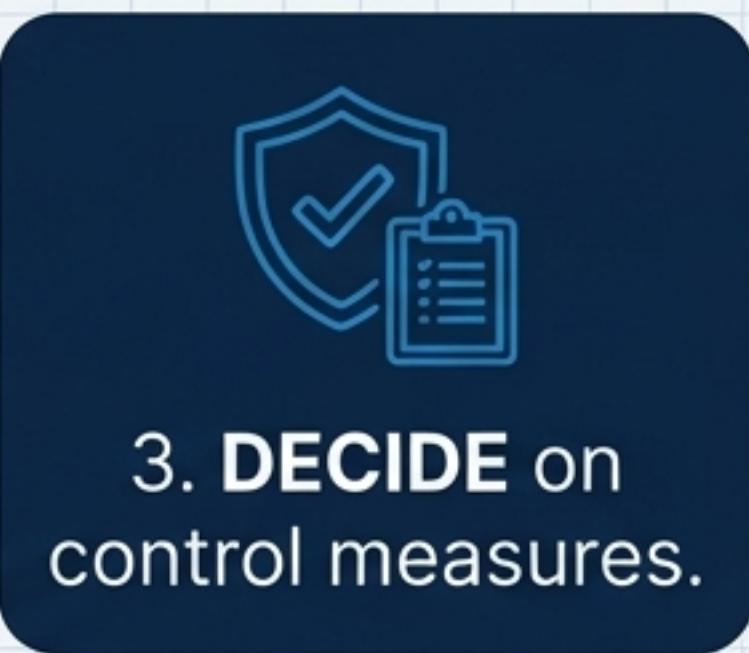
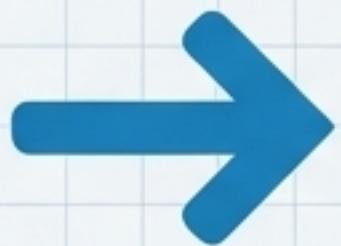


**THE RECCE CHECKLIST**

- Access & Power:** Check access routes, power supply, and lighting.
- Environmental Factors:** Assess noise levels and potential interruptions.
- Hazard Spotting:** Identify hazards to inform the risk assessment.
- Permissions:** Confirm you have the right to film from the landowner, school, or council.
- Suitability:** Is the location right for the script, cast, and equipment?

# Writing the Rules: Crafting the Risk Assessment

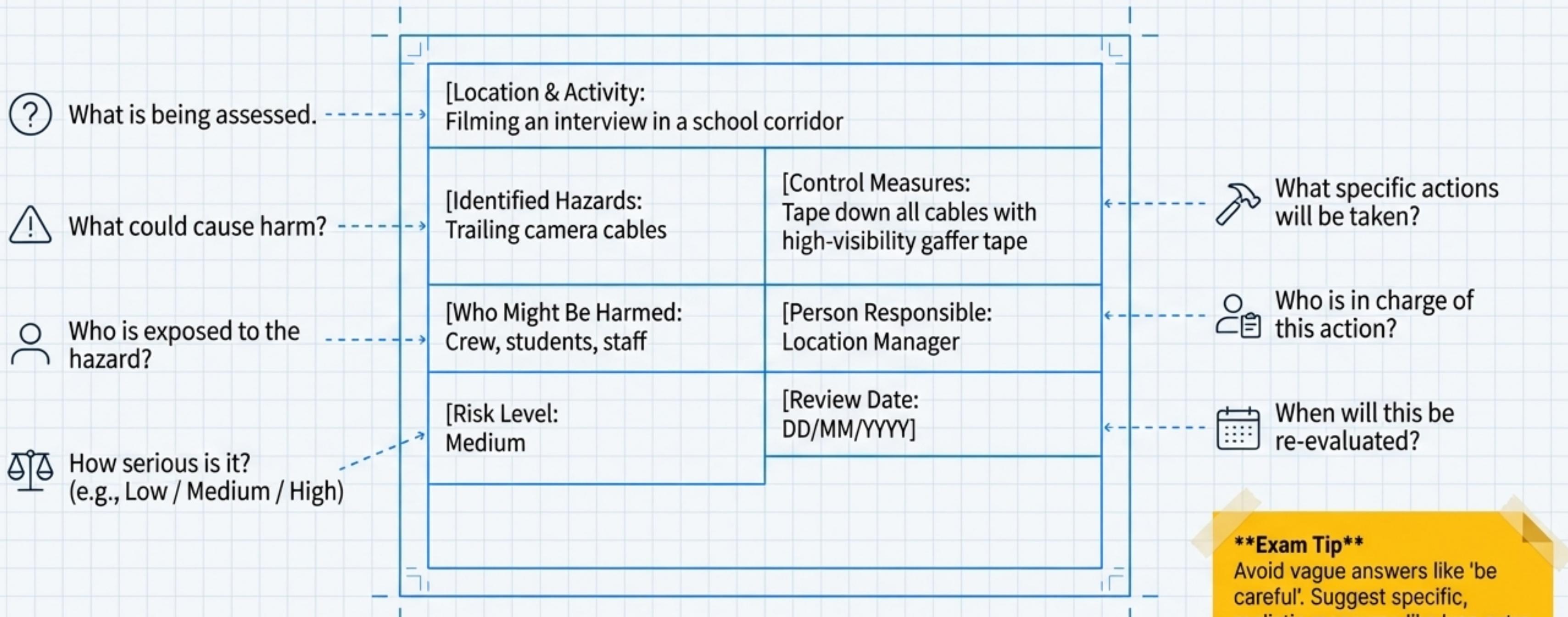
A **risk assessment** is the formal document that records your identified hazards, assesses the level of risk, and details the control measures you will implement.



## Key Responsibility

Producers and location managers are responsible for ensuring assessments are completed, communicated to everyone, and followed on set.

# Anatomy of a Risk Assessment

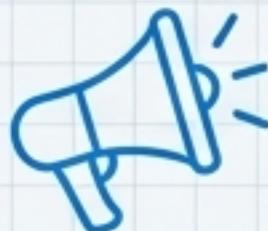


**\*\*Exam Tip\*\***

Avoid vague answers like 'be careful'. Suggest specific, realistic measures like 'use extra staff for supervision', 'erect signage', or 'use barriers'.

# Executing the Plan: Safe Working Practices

A risk assessment is a document. Safe working is a behaviour. Both are essential.



**Briefings:** Communicate safety rules clearly to all cast and crew before starting.



**Follow Policies:** Adhere to existing school or company policies for location work.



**Manual Handling:** Use correct lifting techniques for heavy equipment.



**Trained Operation:** Only allow trained personnel to operate specialist equipment.



**Electrical Safety:** Keep food and drink away from all electrical kit.



**Emergency Plans:** Ensure everyone knows the procedures for fire, first aid, and evacuation.

# The Circle of Safety: Protecting Participants and the Public



## Protecting the Public

**Action:** Keep members of the public away from filming areas and potential dangers.

**Methods:** Use barriers, cones, and clear signage to define the production space.



## Protecting Participants

**Consent:** Always obtain consent, especially from parents/guardians for anyone under 18.

**Supervision:** Ensure any stunts or physical activities are appropriate for the participants and properly supervised by a competent person.

# When the Plan Fails: The Cost of Getting it Wrong

**Exam Focus (4 Marks):** Explain two ways poor H&S planning could affect a project's success.

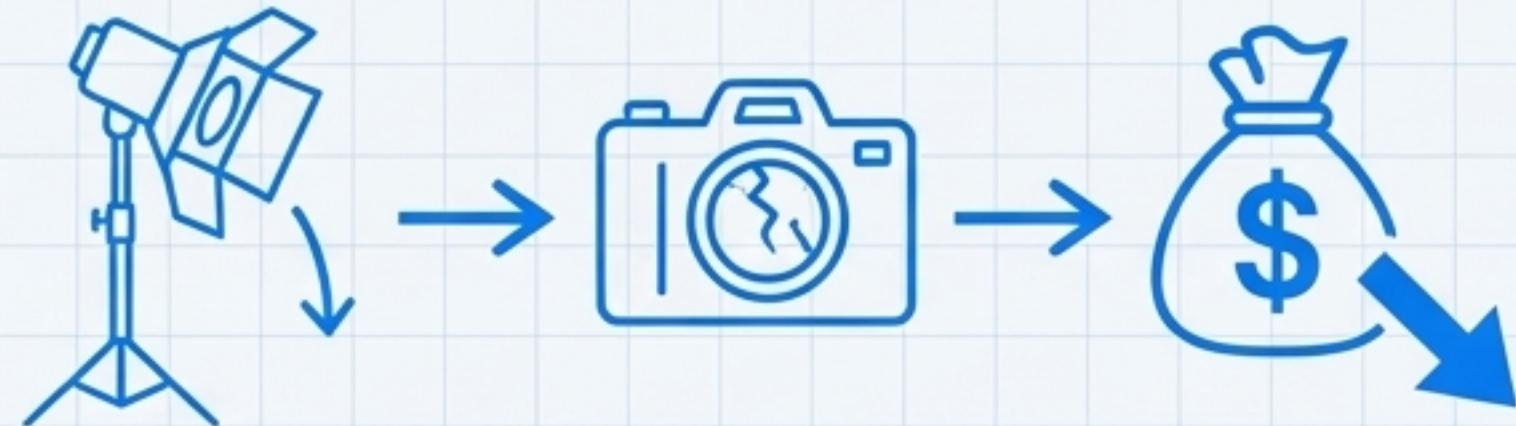
## Impact 1: Harm to People



**Chain of Events:** An accident occurs → Injury to cast/crew → Production is halted.

**The Cost:** Delays to the schedule, increased costs (medical/legal), damage to reputation.

## Impact 2: Damage to Equipment



**Chain of Events:** Unsecured light falls / Camera exposed to weather → Equipment is broken.

**The Cost:** Delays while sourcing replacements, increased costs (repairs/rental), loss of footage.



# The 9-Mark Ninja: Your Strategy for a Top-Band Answer



**\*Scenario Focus\***: A college media group is planning to film a promotional video around the school site, including corridors, staircases and outside areas. Discuss how they should manage health and safety...

P1

P2

P4

**The Core Task**: Your goal is to provide a comprehensive discussion covering the entire H&S process, from planning to action, with *justified* recommendations.

# Building the Perfect Answer: A 4-Paragraph Structure

1

## Paragraph 1: Identify Hazards

Start by identifying hazards specific to the scenario. Examples: trailing cables in corridors, crowds of students between lessons, trip hazards on staircases, bad weather outside.

2

## Paragraph 2: Propose Control Measures

Describe specific actions to mitigate these hazards. Examples: high-visibility tape on cables, filming during quiet periods, clear signage, staff supervision.

3

## Paragraph 3: The Planning Process

Explain the crucial role of pre-production documents. Examples: conducting a recce to spot these hazards in advance, then creating a formal risk assessment to document them.

4

## Paragraph 4: On-Set Practices

Describe the safe behaviours required during the shoot. Examples: briefing the cast and crew, following school policies, having a first-aider available.

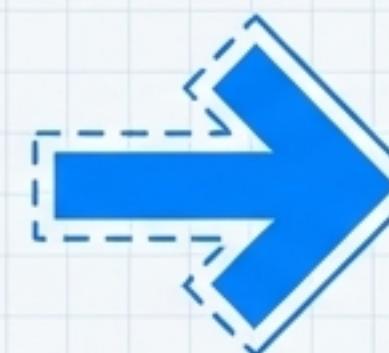
# Securing the Top Marks: The Power of Justification

To reach the top band, you must justify your recommendations.

Explain **why** a control measure is important.

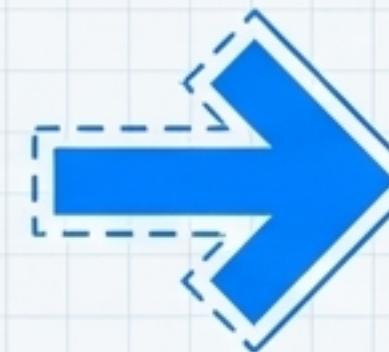
## Level 2 Answer

They should use barriers.



## Level 2 Answer

They need a risk assessment.



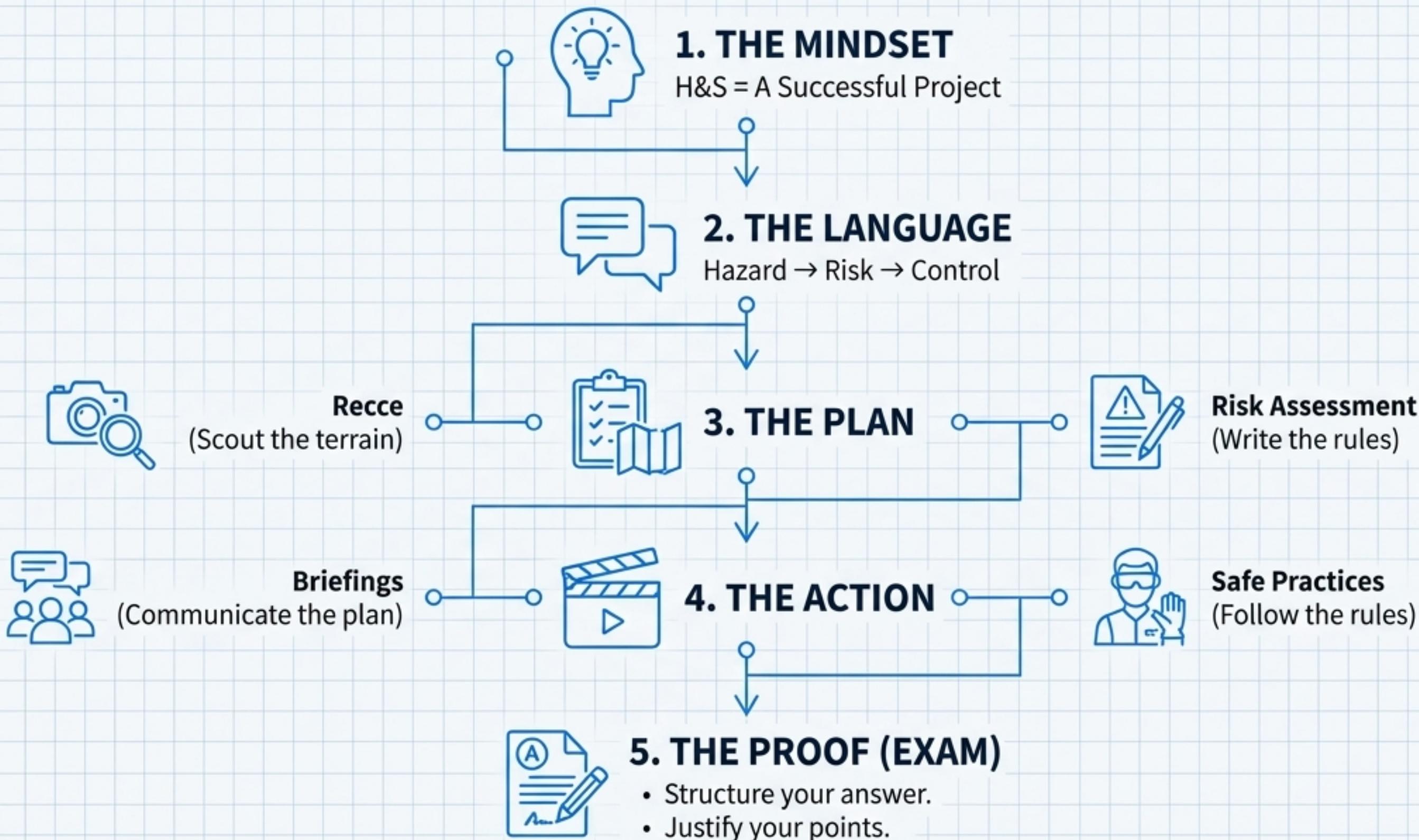
## Level 3 Answer

They should use barriers **because** this will keep other students safely away from the filming area, preventing them from accidentally tripping on cables or walking into shot.

## Level 3 Answer

They must complete a risk assessment **so that** they have a formal plan to manage all identified hazards, which can be shared with the crew and the school to prove the production is being run safely.

# Your H&S Playbook: The Complete Process





# Final Systems Check: Can You Now...?

Use this checklist to confirm you've mastered the Producer's Playbook.

- Define **hazard**, **risk**, and **control measure** in the context of media production.
- Describe the purpose of a **recce** and the key contents of a **risk assessment**.
- Suggest appropriate and specific **control measures** for different filming scenarios.
- Structure and write a top-band exam answer that clearly **explains** and **justifies** how health and safety is managed.

