

Risk assessment

Company name: Ready Steady Dance

Assessment carried out by: Lizzie Edwards

Date of next review: Weekly

Date assessment was carried out: September 2021

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	What further action do you need to take to control the risks?	Who needs to carry out the action?	When is the action needed by?	Done
Catching or spreading Coronavirus – general considerations.	Staff, pupils, parents, and guardians.	Ensure suitable levels of staff are maintained. Ensure people who are ill stay at home – ensure that pupils, staff and other adults do not come into school if they have COVID-19 symptoms or have tested positive in the last 7 days, or who have someone in their household who does. Reduce the amount of people you have on site and	Ensure all members of staff are up to date constantly. Provide supplies for sanitisation stations. Allocate cleaning down roles to each member of staff across Community Room and Hall. Ensure we have completed the	Lizzie	September 2021	

Commented [MD1]: Some kind of cleaning record is required to demonstrate that this has been done and it needs to be left visible for us to see as school staff. This is needed for all areas – i.e. hall and toilets. I will send you what mine looks like – you should header it as CLPA

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		<p>maintain social distancing in line with current guidance. Keeping children in the same bubbles always. Arranging social distance spaces on the floor. Sanitisation stations on entry and exit of the building with hand gel and face masks if they wish to use them. Supervision and cleaning down of toilets when a child needs to go. 15min cleaning down session in between each bubble to ensure the equipment, tables and toilets are all clean. One-way system for the children to enter and exit</p>	<p>cleaning record for each room and leave visible for school staff to see on the following Monday.</p> <p>One-way system videoed and sent out to parents prior to our return.</p> <p>Keep a constant register of everyone in each bubble and updated contact information included COVID-19 Information.</p> <p>Suitable signs used around the school</p>			

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		<p>and parents to only drop children at the door and then wait for them to finish outside of the school. Children to bring their own water bottles and not to use the dance school's stock or school water.</p> <p>Updated contact information from all parents including whether they have had COVID - 19 or come into contact with anyone that has.</p> <p>No use of the corridors all children will be in the Hall or community room.</p>	<p>and social distancing spots to be used on the floor during classes.</p>			

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<p>Reduce mixing of children and teachers throughout the day.</p>	<p>Staff and pupils.</p>	<p>Organise and arrange children and teachers into bubbles prior to our return. One-way system to be used and reduction in rooms we will be using including no use of the corridor. Try and use outdoor space when can, weather permitting. Social distancing to be always carried out in class. Only one person at a time in the toilets. Equipment will be cleaned down thoroughly between each bubble.</p>	<p>Registers and lists of bubbles issued to all staff and parents.</p> <p>Videoed one-way system</p> <p>Certain subjects can be carried on outside.</p> <p>Suitable cleaning equipment.</p> <p>Children to bring their own water bottles and food with them.</p>	<p>Lizzie</p>	<p>September 2021</p>	

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<p>Workplace and furniture contamination</p>	<p>Staff and pupils.</p>	<p>Children are only allowed to bring what is needed for their lesson. No games or toys to be brought in. Ensure they use the sanitisation station when they arrive and ensure hands are washed if they go to the toilet, before and after eating. In between each bubble equipment will be wiped down ready for the next bubble to use the equipment. Prop doors open, where safeguarding and fire regulations allow.</p>	<p>Suitable cleaning equipment and stations are set up.</p> <p>Relative information passed onto the parents.</p> <p>Ensure staff are aware of the cleaning procedure. All equipment should be wiped between each bubble. All toilets must be cleaned down after a child has been and during changeover of bubbles. Chairs to be wiped down in between each</p>	<p>Lizzie</p>	<p>September 2021</p>	

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			bubble, floor to be mopped and bin bags to be changed.			
Use of personal protective equipment (PPE) and face coverings.	Staff and Pupils	[Children] and staff can wear face masks during lessons, but parents have been informed this is not recommended. They do not have to be worn if social distancing can be maintained or should it impact on the to the ability to take part in the subject. Constant hand cleaning and maintaining small number groups no more than 15 for each session. If a child is to become ill, staff will wear gloves, face	Correct PPE purchased. Parents informed of the procedure.	Lizzie	September2021	

Commented [MD2]: What is this? I will send you our cleaning RA for you to look at.

Commented [MD3]:

Commented [MD4R3]: It does not say that staff should be wearing masks, which of course they should

Commented [MD5R3]:

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		mask and a disposable apron.				
First Aid	Staff and pupils	<p>In emergencies, social distancing should be observed if possible, but this may not always be possible. As a minimum, consider the following:</p> <ul style="list-style-type: none"> Review the number of first aiders, fire marshals. Additional measures may be required\implemented in view of staff shortages. Training will be required for any additional equipment used under the changing 	<p>Ensure first aiders are up on additional needs for COVID-19.</p> <p>Check First Aid Kits to ensure correct stock levels.</p>	Lizzie	September 2021	

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		<p>circumstances. First Aiders must be aware of the new protocols with regard to Covid19</p> <ul style="list-style-type: none"> • PEEPS (Personal Emergency Evacuation Plan) – may need reviewing for disabled people/people with assistance dogs/use of lifts due to changes in social distancing or evacuation routes. • Ensure adequate first aid and associated provision is made at all times. • Ensure adequate PPE if provided for use of 				

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		<p>staff in all emergencies including first aid and fire</p> <ul style="list-style-type: none"> • Provide all necessary means of cleaning equipment following any type of emergency • All occasions when CPR is required this will be carried out in accordance with current protocols from the Resuscitation Council the F/A needs assessment will identify any additional equipment and training needs 				

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		<ul style="list-style-type: none"> • Where there is a possible risk of infection all necessary precautions must be followed face, and eye protection and contact with the casualty's airway must be avoided. Chest compressions and defibrillations must be applied while waiting for the ambulance and advance lifesaving care • For a paediatric casualty – There is an acceptance that doing rescue breaths will increase the risk of 				

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		<p>transmitting the COVID-19 virus, either to the rescuer or the child/infant. However, this risk is small compared to the risk of taking no action as this will result in certain cardiac arrest and the death of the child. The advice from the Resuscitation Council (UK) is that rescue breaths should be undertaken as ventilations are crucial to the child's chances of survival</p> <ul style="list-style-type: none"> • First aiders need additional support 				

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		<p>and training in use of additional PPE if close contact with a patient is required. E.g. changes to EAV/CPR due to Covid 19.</p> <ul style="list-style-type: none"> Additional measures may be required\implemented in view of staff shortages. 				
Accidents/Incidents	Staff and pupils	<p>Normal reporting procedure and ensure parents are informed.</p> <p>Avoid high level risk activities to minimise potential accidents.</p>	<p>First aid boxes for each room.</p> <p>Go through reporting procedure with staff.</p>	Lizzie	September 2021	

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Use of car park	Staff, pupils and parents.	Car Parking/spacing of cars for staff and parents. Staggered arrival times	Inform parents of arrival times. Inform staff and parents of parking rules.	Lizzie	September 2021	
Confirmed case of Conronavirus	Staff, pupils and parents	Temperature checks, hand sanitisation, social distancing, no crossing of bubbles. Informing the parents/staff of the procedures should a child or a member of the household have a positive result or become ill. Lateral flow tests for all staff.	If staff or pupils develop symptoms consistent with coronavirus they are sent home and advised to self-isolate for 10 days after the onset of symptoms <u>OR</u> in the case of an asymptomatic case being identified, 10 days after the date of the test result. Staff and pupils	Lizzie	September 2021	

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			<p>must continue to self-isolate for at least 10 days from the onset of their symptoms and then return to dance only if they do not have symptoms other than cough or loss of sense of smell/taste. This is because a cough or anosmia can last for several weeks once the infection has gone. The 10-day period starts from the day after they first became ill. If they still have a high temperature, they</p>			

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			<p>should keep self-isolating until their temperature returns to normal. Other members of their household (including any siblings) should self isolate for 10 days from when the symptomatic person first had symptoms.</p> <p>A notification email or telephone call will be made to St Anthony's to inform them of the case and the actions we have taken and keep</p>			

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			<p>them updated regularly.</p> <p>Where staff or pupils receive a negative PCR test result, and no longer have symptoms they can return to school and household members can end their self-isolation.</p> <p>Where staff or pupils receive a positive test result, the dance school will commence tracing. The likely action may include a, bubble or</p>			

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			<p>group being sent home and advised to self-isolate for 10 days. If someone in a class or group that has been asked to self-isolate develops symptoms themselves within their 10-day isolation period they should follow guidance for households with possible or confirmed coronavirus (COVID-19) infection. They should get a test, and:</p>			

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			<ul style="list-style-type: none"> - if the test delivers a negative result, they must remain in isolation for the remainder of the 10-day isolation period. This is because they could still develop the coronavirus (COVID-19) within the remaining days. 			

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			<ul style="list-style-type: none"> - if the test result is positive, they should inform the school immediately, and should isolate for at least 10 days from the day after the onset of their symptoms, following guidance for households with possible or confirmed coronavirus 			

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			(COVID-19) infection.			