

JSD

Dance & Musical Theatre

		Likelihood				
		Very Unlikely	Unlikely	Possible	Likely	Very Likely
		1	2	3	4	5
Negligible	1	1	2	3	4	5
Minor	2	2	4	6	8	10
Moderate	3	3	6	9	12	15
Major	4	4	8	12	16	20
Severity	Extreme	5	10	15	20	25

Coronavirus (COVID-19) - Risk Assessment

St Laurence Church Halls, Upminster & Brenda Blakemore Community Centre, Rainham

Contents:

- Exposure risk
- Travel
- Access & egress
- Welfare / Hygiene
- Social distancing (2m and working within 2m of Others)
- First aid

Assessment date: August 2020

Review date: Rolling

Version: 1.1

Hazard	Risk	Control measures	Persons at risk
Exposure from others due to: 1) Living with someone with a confirmed case of COVID-19. 2) Have come into close contact (within 2 metres for 15 minutes or more) with a confirmed case of COVID-19. 3) Being advised by a public health agency that contact with a diagnosed case has occurred.	$3 \times 3 = 9$	<ul style="list-style-type: none"> • Continue following ongoing government advice on self isolation • Stay at home and only attend hospital in an emergency. Do not attend GP surgery and phone NHS line (111) if further advice is required • Follow good NHS hygiene measures at all times 	Staff and Students

Suspected case whilst in the Studio	1 x 3 = 3	If someone develops a high temperature or a persistent cough while in the studio, they should: <ol style="list-style-type: none"> 1) Return home immediately 2) Avoid touching anything 3) Cough or sneeze into a tissue and put it in a bin, or if they do not have tissues, cough and sneeze into the crook of their elbow. 4) They must then follow the guidance on self-isolation and not return to the studio until their period of self-isolation has been completed. 5) The Studio area of contact should receive deep cleaning and social distancing maintained 	Staff and Students
General travel	2 x 2 = 4	<ul style="list-style-type: none"> • All persons to limit their use of public transport. Where travel is essential, where possible please travel with the family you live with, or cycle or walk 	Staff and Students
Access / egress to the studio	3 x 3 = 9	<p>Where possible, please consider and implement the following practices:</p> <ol style="list-style-type: none"> 1) Ensure all extremely clinically vulnerable persons do not attend the studio 2) Stop all non-essential visitors 3) All class/lesson registration in advance and payment 4) Introduce staggered start and finish times to reduce congestion and contact at all times 5) Monitor studio access points to enable social distancing 6) Keep doors open to avoid contact or increase cleaning of touch points. 7) Require everyone to wash or clean their hands before entering or leaving the studio 8) Allow plenty of space (two metres) between people waiting to enter site with the one way system 9) Regularly clean common contact surfaces in studios, e.g. ipods, ipads, phones, desks 10) Reduce the number of people in attendance to classes and windows and door left open for air flow. No fans to be used. 11) Only one parent/guardian to collect their child 12) Designate walking routes and one way systems with signage to help maintain social distancing 	Staff and Students
Inclement weather – cold temperature	2 x 2 = 4	<ul style="list-style-type: none"> • All persons to dress appropriately for the weather for queuing outside • Maintain good hygiene measures at all times 	Staff and Students
Poor hygiene	2 x 4	<ul style="list-style-type: none"> • Wash your hands thoroughly and regularly. Use soap and water or alcohol-based hand sanitiser for at least 20 seconds and use the hand 	Staff and Students

	= 8	<p>washing technique as directed by NHS</p> <ul style="list-style-type: none"> • Avoid touching your face/eyes/nose/mouth with unwashed hands and cover your cough or sneeze with a tissue then throw it in the bin. • Regularly clean the hand washing facilities and check soap and sanitiser levels • Studios will need extra supplies of soap, hand sanitiser and paper towels and these should be securely stored. • Restrict the number of people using toilet facilities at any one time. Wash hands before and after using the facilities Enhance the cleaning regimes for toilet facilities particularly door handles, locks and the toilet flush. 	
Food and Drink in the studio	2 x 3 = 6	<ol style="list-style-type: none"> 1) The students to bring their own drinks in named bottles or keep in their own bags 2) No food to be brought to class. 3) Kitchen closed except for filling up of water, one member of staff only. 4) Hand cleaning facilities or hand sanitiser should be available at the entrance of any main entrance and less touch. 5) The staff should be asked to bring pre-prepared meals and refillable drinking bottles from home 6) Staff should sit 1+ metres apart from each other whilst eating and avoid all contact 7) Drinking water should be provided with enhanced cleaning measures of the tap mechanism introduced 8) Tables should be cleaned between each use 9) All rubbish should be put straight in the bin and not left for someone else to clear up 10) All areas used for eating must be thoroughly cleaned, including chairs and door handles 	Staff and Students
Working within 2 metres after confirming the amount of people allowed in the room by your local authority	3 x 4 = 12	<ol style="list-style-type: none"> 1) Always consider the number of people in the studio. Can the lesson be performed differently without having to breach the 2m social distancing rule 2) Staff and Students are to limit face to face working and physical contact work facing away from each other when possible 3) Limit the frequency of working within 2m to an absolute minimum and ensure it is for strictly low intensity, sporadic dances where exposure to this distance is less than 15 mins 4) Provide additional supervision to monitor distancing 5) Continue to conduct dynamic risk assessments whilst completing the lessons and speak up if there is a safer way of working 6) All equipment to be thoroughly cleaned prior and after using it. 7) Increased ventilation will be provided within enclosed spaces 8) Staff deemed clinically vulnerable should 	Staff/Customers

		never work within 2m of persons and preference should be given to whether any change in lessons can allow an individual to work from a safer distance where possible	
First aid - including mental health	1 x 1 = 1	<ol style="list-style-type: none"> 1) First aid contents to be monitored to ensure adequate supplies remain 2) First aid and cover arrangements to be reviewed 3) First aider certificates to be checked for validity and understand amended practices in regards to attending a casualty during COVID (such as revised CPR methodology) 4) Emergency plans on site and communicated so all staff understand what action to take in the event of a suspected or confirmed case of COVID 19 5) Mental health first aiders to be considered 6) Effective reporting system established at the studio in order to rectify any raised issues or incidents in a timely manner 7) Studio to keep record of attendees and contact details withinn GDPR Guidelines 8) Gov.UK Track and trace – knowledge of system and reporting 	Staff/Customers

Management

- Please ensure all staff are aware of reporting requirements and that all confirmed cases are reported.
- Information to be sent out and any updates communicated in a timely manner to everyone.
- This must include letting staff know about symptoms and actions the medical professionals are advising people to take.
- A colleague who has been isolated for 14 days cannot return to work until the appropriate 'fit note' documentation is provided by their GP/healthcare provider to demonstrate they are now fit to return to work.
- Assessments to be reviewed every 3 months or where significant change has occurred
- Please remind staff that in order to minimise the risk of spread of infection, we rely on everyone in the industry taking responsibility for their actions and behaviours.
- Please encourage an open and collaborative approach between everyone where any issues can be openly discussed and addressed.