

STARZ BALLET RISK ASSESSMENT RECORD – COVID UPDATE

ACTIVITY / SITUATION: Dance			Persons at Risk				NOTES ON RISK RATES:			
SITE LOCATION: Hired Location			T e a c h e r s	D a n c e r s	O t h e r s	P u b l i c	SEVERITY:			
RISK ASSESSMENT REF: SHEET: <i>1 of 6</i>							A – Death, major injury, damage, loss of property B – 3 days abs, moderate injury / damage C – Minor injury, loss / damage			
DATE: REVIEW DATE:							LIKELIHOOD:			
SIGNATURE OF ASSESSOR:							1 – Extremely likely to occur 2 – Likely to occur 3 – Unlikely to occur 4 – Neither likely or unlikely to occur			
							RISK LEVEL: H – High M – Medium L – Low			
ACTIVITY / PREMISES EQUIPMENT	Haz No.	IDENTIFIED HAZARD					PRECAUTIONS AND CONTROLS			
Seating	1	Seating not being cleaned before or after a session increasing the risk of contamination	1	1	1	1	Seating to be cleaned before and after each class unless using seating which has been out of use for more than 72 hrs. Seating to be used once by one adult and child from same family.	C	3	M
Refreshments	2	Risk of cross contamination. Spillage on the floor	1	1	1	1	Social time refreshments will not be available to avoid risk of cross contamination. Children & parents may bring their own drinks bottles/flasks which cannot be shared. Personal belongings to be kept in one area e.g under parents seat or allocated space. Wet floors are to be brought to the attention of the teacher to ensure correct cleaning up procedures are adhered too	C	3	M
Props	3	Risk of cross contamination.	1	1	1	1	Teacher to clean props with anti-bacterial wipes or spray between each class. Fabric props such as wings and scarves can only be used by one child between hygienic washes. Children are not to share props.	C	3	L

STARZ BALLET RISK ASSESSMENT RECORD – COVID UPDATE

Floor	4	<p>Cross contamination</p> <p>Cracks / holes within the floor</p> <p>Wet Floor causing slip trips and falls</p> <p>Rubbish left on the floor</p>	1	1	1	1	<p>Shoes to be worn to avoid cross contamination from outside spaces.</p> <p>Floor assessed prior to class and reported to school if damaged.</p> <p>All wet floor cleaned up with towel to dry it out as quick as possible. Rubbish picked up and placed in the bins provided</p>	C	3	L
Personal Belongings	5	Risk of cross contamination.	1	1	1		<p>When parent and child attend a class together the parent should claim one seat which will be the base for their belongings. Where a child attends without a parent, the teacher will direct children to clear areas to keep their belongings separately to each other.</p>	C	4	L
Windows / Fire Escape Doors / Doors	6	<p>Young children running out of classroom if doors are propped open.</p> <p>Fire Doors being propped open for ventilation.</p> <p>Cracks / Broken Glass</p> <p>Blocked Fire exits</p> <p>Broken Doors</p>	1	1	1	1	<p>Teacher is to ensure doors are only propped open when not a designated fire door.</p> <p>Where it is safe to do so, doors are propped open to limit touch points e.g. handles and also to give additional ventilation.</p> <p>Parents need to ensure the safety of their pre-school child and assess risk of open doors to manage this.</p> <p>Broken glass / cracked glass reported to the venue. If the risk is too high venue is informed immediately. Dancers informed to stay away.</p> <p>Blocked fire exits are unblocked and reported to the venue.</p> <p>Broken doors are assessed and if the risk is too high venue is informed immediately. If the risk is low, school informed later.</p>	C	4	M
Curtains or Blinds	7	<p>Broken curtains hanging causing trip/ fall</p> <p>Blind chords could risk strangulation</p>	1	1	1	1	<p>Dancers informed to stay away. Venue informed about the risk.</p>	C	3	L

STARZ BALLET RISK ASSESSMENT RECORD – COVID UPDATE

Wires / loose cables	8	Trip / fall hazard Electric shock / death	1	1	1	1	All wires / loose cables are covered with rubber mats / cable runs or removed from the area. Hanging cables tidied. Equipment with damaged wires are not used. All equipment owned and used by Teacher is PAT tested yearly.	C	3	L
Music / Lighting System	9	Electric shock Poor lighting	1	1	1	1	Only those qualified to use the system will be using the system. All equipment is PAT tested yearly. Lighting that does not work is informed to venue immediately.	C	3	L
Medical Needs/ PPE	10	Covid symptoms at class. Accidents arising from activity or medical problems arising from pre-conditions	1	1	1	1	Parents responsible to inform Starz Ballet of any medical history and to provide up to date and correct contact details. and Starz Ballet to log for our pupils. Accident forms are completed for each injury and parent / guardian informed	C	4	M
Travel to and from class	11	Pupils should not travel via public transport Pupils should only car share within a household	1	1	1	1	Starz Parents responsible for their journey to and from class, Starz has communicated best practice.	C	2	L
Face Coverings	12	Those entering the premises not wearing face coverings when not exempt Teachers coughing or breathing on children	1	1	1	1	Adults attending class with their children are required to wear face coverings as per the government guidance. Starz Ballet teachers, as with all teachers in an educational setting will not be wearing a face covering as per the government guidance. Starz Teachers will be avoiding over projecting their voice to avoid any transfer through breath Starz Teachers will attempt as best as possible with pre-school aged children to distance from the children Parents with very young children are asked to support Starz Teachers to managed this by handing their own children	C	4	L

STARZ BALLET RISK ASSESSMENT RECORD – COVID UPDATE

Footwear	13	Risk of cross contamination from floor. Individuals wearing inappropriate footwear / twisting their ankles / injury	1	1	1	1	1	Shoes to be worn in class, recommended ballet, tap or Jazz shoes and changed to outdoor shoes to return home. Dancers with foot injuries must have their adult / guardian inform Starz Ballet prior to the lesson.	C	3	L
Test & Trace	14	Risk of not knowing who has attended. Dancers and Adults arriving with symptoms and not self-isolating or informing Starz Ballet	1	1	1	1	1	Teachers will take registers Parent registered with starz to bring child. If a different adult is to attend Starz need to be informed. No more than one adult per child to attend classes. If symptoms are present e.g. continuous cough, high temp or loss of sense of smell or taste, then parent and child will be asked to leave immediately, be tested and report back to Starz Ballet in order for Starz to be able to inform attendees of that class should there be a positive test result.	C	3	M
Evacuation due to fire alarm	15	Death or injury to those attending training	1	1	1	1	1	Emergency procedures followed. All teachers are aware of the procedure for a fire alarm.	C	3	L
Hand Sanitising Cleaning Products/Anti-Bacterial Gel	16	Risk of contamination Cleaning products are harmful when inhaled or digested. Cleaning products not being used for the manufacturers recommendations	1	1	1	1	1	Parents and children to wash hands or use hand gel on arrival and departure. Venues will have hand gel at entrance and exit points. Cleaning products will only be used by adults Cleaning products will be anti-bacterial products The item cleaned must be dry prior to the next use Cleaning products will be kept in a safe place	C	3	M
Toilets	17	Toilets being cleaned or appropriate for the session Toilets being blocked / out of use	1	1	1	1	1	Venues are responsible for cleaning toilets. Dancers are advised to avoid toileting at venues, though if they need need to must thoroughly wash their hands Teacher needs to be made aware of any issues with the toilets by the venue on arrival and alternative arrangements made.	C	3	L

STARZ BALLET RISK ASSESSMENT RECORD – COVID UPDATE

Arrival/ Collection	18	Risk of crowding as classes change - over	1	1	1	1	1	One way systems in place in venues where possible. Parents to follow marking and directional signage Parents to arrive no more than 5 minutes before class time. Parents to leave promptly.	C	4	L
Changing	19	Cross contamination and additional time in classroom	1	1	1	1	1	Parents asked to bring children wearing the clothes they will be dancing and leaving as soon as possible after class ideally without changing	C	3	L
Social Distancing	20	Risk of contact between Children and Adults	1	1	1	1	1	We will be operating our classes within bubbles because we know that for young children complete non-contact and 2m distancing will be difficult and unlikely Starz Ballet teachers will however endeavour to encourage social distancing with use of floor markers and with the support of parents of very young children. Adults are asked to socially distance by 2m	C	2	L
Class Sizes	21	Lack of Space Over Sized Classes	1	1	1	1	1	We have reduced our class sizes in line with government guidance and will continue to do so Where necessary additional classes will be added to the timetable to accommodate all children	C	3	L
Drop Off/Pick Up	22	Parents/Guardians not following guidelines set by Starz Ballet Parents/Guardians car sharing	1	1	1	1	1	Where possible there will be a one way system in place from arrival/departure which will continue for drop off and pick up where we have older children in attendance e.g. after school clubs Adults asked to stand 2m apart when waiting to collect their child. All adults will be asked to remain outside and children will be verbally directed and watched by their teacher to their collecting adults	C	3	L

STARZ BALLET RISK ASSESSMENT RECORD – COVID UPDATE

Ballet Shoe and Uniform Fitting		Risk of contamination of virus			<p>Teacher to direct parent to fit shoe following advice If requested, teacher can wear gloves and mask to fit shoes Any stock that has been tried on and not purchased will need to be kept separate, in it's bag for 72 hrs before another child can try on.</p>	C	3	L