



Coronavirus (COVID-19) Street Dance Telford Studio (hired venues) Risk Assessment

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Hazard	Risk	Control measures	Persons at risk
<p>Exposure from others due to:</p> <p>1) Living with someone with a confirmed case of COVID-19.</p> <p>2) Having come into close contact (within 2 metres for 15 minutes or more) with a confirmed case of COVID-19.</p>	4	<ul style="list-style-type: none">• Continue following government action of self isolation and only to leave house on the following circumstances: for medical reasons; to shop for necessary food supplies; for exercise; and for work where you cannot do this at home.• Maintain contact with SDT staff and follow official guidance.• Travel where possible, by private transportation, cycle or walk. As a last resort public transport to be used as a minimum and to implement social distancing where possible• To continue following ongoing government guidance• 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• SDT to ensure extremely clinically vulnerable persons do not come to work/class and continue to shield	SDT Staff and Customers and venue users/staff

<p>3) Being advised by a public health agency that contact with a diagnosed case has occurred.</p>		<p>themselves whilst following their specific medical advice issued to them</p> <ul style="list-style-type: none"> • Follow good NHS hygiene measures at all times • Avoid all visitors to your home unless they are providing a medical requirement • Do not approach delivery staff, allow packages to be left on the doorstep • Do not take any antibiotics as they do not work against viruses. 	
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<p>4) Suspected case whilst in the Studio</p>	<p>4</p>	<p>If someone develops a high temperature or a persistent cough while in the studio, they should:</p> <ul style="list-style-type: none"> • Return home immediately- SDT member of staff to use contact details to get in touch with the parent/guardian ASAP. • Avoid touching anything • 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. • They must then follow the guidance on self-isolation and not return to the studio until their period of self-isolation has been completed. • The studio area of contact should receive deep cleaning and social distancing maintained- SDT staff to advise venue staff accordingly ASAP. 	<p>SDT Staff and Customers and venue users/staff</p>
<p>5) General travel including foreign travel</p>	<p>4</p>	<ul style="list-style-type: none"> • Where an individual has recently travelled abroad, they must self isolate for 14 days if the country visited is not in the government travel corridor as outlined on Gov.uk. • Please continue to follow any further national government advice provided • All persons to limit their use of public transport. Where travel is essential, please use private single occupancy where possible, cycle or walk 	<p>SDT Staff and Customers</p>
<p>6) Access / egress to the venue</p>	<p>4</p>	<p>Where possible, consider and implement the following practices:</p> <ul style="list-style-type: none"> • Ensure all extremely clinically vulnerable persons do not attend • Stop all non-essential visitors- one parent only to drop off. • All class bookings and payment in advance of sessions. • Quick registration process to avoid queuing • Introduce staggered start and finish times 	<p>SDT Staff and Customers and venue staff/users</p>

		<ul style="list-style-type: none"> SDT staff and customers to observe the social distancing requirements of the venue as advertised by posters, floor markings, one way movement etc. Parents are not permitted to wait inside the venues unless in extreme circumstances to be agreed with SDT and venue staff. 	
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7) Inclement weather – cold temperature	2	<ul style="list-style-type: none"> All persons to dress appropriately for the weather for queuing outside Observe social distancing at all times Maintain good hygiene measures at all times PPE on individual issue basis and not to be shared 	SDT Customers
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8) Poor hygiene	3	<ul style="list-style-type: none"> Wash your hands thoroughly and regularly. Use soap and water for at least 20 seconds. Use alcohol-based hand sanitiser if soap and water is not available and hand washing technique to be adopted as directed by NHS 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. Upon entering the venue use hand sanitiser where available in the main foyer. Utilise allocated hand washing facilities available Regularly clean the hand washing facilities and check soap and sanitiser levels- SDT staff to liaise with venue staff Utilise rubbish bins for hand towels Restrict the number of people using toilet facilities at any one time e.g. use a welfare attendant Wash hands before and after using the facilities Enhance the cleaning regimes for toilet facilities particularly door handles, locks and the toilet flush. Disabled toilet used for entry hand cleaning along with sanitisers to reduce congestion and contact at all times SDT staff to ensure all younger students are properly supervised to ensure proper hygiene is observed Monitor studio access points to enable 	SDT Staff and Customers and venue staff/users
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9) Food and Drink in the studio	1	<ul style="list-style-type: none"> • Drink bottles must be clearly labelled and placed in the designated area in the studio • The sharing of drinks is not permitted • Snack breaks will be timetabled into extended sessions • All food/snacks to be contained in a sealed box or bag clearly labeled with student's name and placed in the designated area • The sharing of food is not permitted unless the students are from the same household • Students must wash hands before and after snack time • Hand cleaning facilities and hand sanitiser will be available to ensure increased hygiene • All rubbish should be put in the allocated bin or taken home in the student's lunch box • All areas used for eating must be thoroughly cleaned at the end of each break including chairs, door handles etc • SDT staff will closely supervise drink and snack breaks to ensure proper procedures are followed 	SDT Staff and Customers
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<p>10) Use of Changing facilities</p>	<p>1</p>	<ul style="list-style-type: none"> • Introduce staggered start and finish times for sessions to reduce congestion and contact at all times • Introduce enhanced cleaning of all facilities throughout the day and at the end of each day • Based on the size of each facility, determine how many people can use it at any one time to maintain a distance of two metres • Promote the use of rubbish bins in changing areas • Come dressed for lesson/class 	<p>SDT Staff and Customers and venue staff/users</p>
<p>11) Working within 2 metres after confirming the amount of people allowed in the room by guidelines and as required by venue</p>	<p>4</p>	<ul style="list-style-type: none"> • Always consider the number of people in the studio. Can the lesson be performed differently without having to breach the 2m social distancing rule • SDT to obtain room dimensions and ventilation information to establish a maximum occupancy allowing at least 4 square meters per person (2 x 2m) • Staff and Customers are to limit face to face working and physical contact work facing away from each other when possible • 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 • Provide adequate supervision to monitor distancing • Continue to conduct dynamic risk assessments whilst completing the lessons and highlight any improved, safer methods • All equipment to be thoroughly cleaned prior and after using it. • Increased ventilation will be provided within enclosed spaces – SDT to obtain details from venue managers • Face coverings for staff and customers are not compulsory but may be worn to access and egress the venue • Staff deemed clinically vulnerable should 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 	<p>SDT Staff and Customers and venue staff</p>
<p>14) First aid - including mental health</p>	<p>3</p>	<ul style="list-style-type: none"> • First aid supplies to be monitored to ensure adequate availability at all times 	

		<ul style="list-style-type: none"> • First aid and cover arrangements to be reviewed • 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) • 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 • Mental health first aiders to be considered • All accidents /incidents to be reported to a member of staff immediately, and a proper written record made in the accident book available at registration. • A record of attendees and contact details will be held within the GDPR Guidelines • Gov.UK Track and trace – knowledge of system and reporting 	SDT Staff and Customers and venue staff
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Government Guidance:

<https://www.nhs.uk/conditions/coronavirus-covid-19/>

<https://www.nhs.uk/conditions/coronavirus-covid-19/self-isolation-advice/>

<https://www.gov.uk/government/publications/coronavirus-action-plan>

Management action

- Please ensure all staff are aware of the proper procedures as outlined in this document as well as the government guidelines.
- Information to be sent out to staff and customers with any updates being communicated in a timely manner to everyone.
- This includes checking that staff know how to recognise COVID symptoms and the necessary actions 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
- As an industry it's important that everyone takes responsibly for their actions and behaviors to minimize the risk of infection.
- Here at Street Dance Telford we encourage an open and collaborative approach between everyone on site where any issues can be openly discussed and addressed.

If in England call **NHS on 111**, where you will be assessed by an appropriate specialist. NHS guidance is that you do not go directly to your GP surgery, community pharmacy or hospital unless an emergency occurs

Risk matrix used in risk assessment: 1 – 5 (1 being low with 5 being the highest risk)