

RISK ASSESSMENT inc COVID-19 RISK ASSESSMENT																									
COMPANY			Refresh Dance				LOCATION:			Kings Church, The Mill, Bolton															
TASK / ACTIVITY			MEDAL PRESENTATION																						
DATE CONDUCTED			29.06.21			INSURANCES:			Refresh Dance have Public Liability and Professional Indemnity Insurance with Insure4Sport																
ASSESSMENT TEAM			Steph Ashworth																						
1	HAZARD	2	HAZARD EFFECT	3	AT RISK	4	SEVERITY	5	PROBABILITY	6	RISK RATING	7	REQUIRED CONTROL MEASURES (minimum requirements)	8	SEVERITY	9	PROBABILITY	10	RISK RATING	11	ACCEPTABLE?	12	ADDITIONAL TO REDUCE RISK FURTHER	13	COMPLETED
	Plug sockets		Electrocution		C / E		5		1		6		Ensure plug socket is switched off at the wall.		1		1		2		A				
	Heavy entrance doors		Trapped fingers / injury		A		2		1		3		Teacher to manage the door as much as possible. <u>Doors will be propped open where possible to provide extra ventilation and reduce the touching of surfaces. Automatic doors to be used in both venues to reduce the need to touch surfaces.</u>		1		1		1		A	Regular updates			
	Obstacles on the floor		People trip over them		C / E / P		2		2		4		Hoover and move anything off the floor before class. <u>Floors to be cleaned beforehand and marked out spacings provided.</u>		1		1		2		A	Regular updates			
	Laminate floor		Slip		C / E		2		3		5		Correct footwear / No running / Younger children assisted. Floor to be cleaned beforehand.		1		2		3		A	Regular updates			
	Children leaving without parent		Get lost		C		3		2		5		All children are signed in at the front door. Children are collected by parents at the signing in desk. <u>Teachers will manage the arrival and collection of students to minimise the number of people entering the building. Parents to collect outside the studio doors. Time will be given between exams to create space for this. Parents of older students to drop off and come back at the end of the exam or wait in the car - there are plenty of spaces in the car park.</u>		1		1		2		A	Regular updates			
	Fire Safety		Fire		A		4/5		1/2		5/7		Fire Exits clearly displayed. Fire assembly point displayed on reception. Person assigned to ensure fire evacuation procedure is followed. Fire assembly point at the bottom of the car park. <u>Social distancing measures do not need to be adhered to in case of an emergency, where it is not safe to socially distance.</u>		2		1		3		A	Regular updates			
	Injury		Muscle strain / tear / pull		C		2		3		5		All students / members must warm up and cool down correctly for every class. Students / members must also wear correct / appropriate clothing - No jewellery to be worn. Hair must be tied up. <u>Social distancing measures do not need to be adhered to in case of an emergency, where it is not safe to socially distance.</u>		1		1		1		A	Regular updates			
	Hydration - Dancers / Members		Dehydrated		C		1		2		3		All children encouraged to bring their own drink of water to every class. Water available on site for those who have forgotten or need extra - <u>Parents to be informed that currently we are unable to provide refreshments of any kind due to Covid-19.</u>		1		1		1		A	Regular updates			
	Children unsupervised - Toilets		Getting lost		C		2-3		1		2		Children aged 8 and under to be taken to parents or supervised. Children over 8 years may go unsupervised but only to the toilet located outside the door of the studio. <u>Parents of all children at the exam session will take their child to the toilet and have been asked to clean the area they use with products provided.</u>		1		1		1		A	Regular updates			
	Spreading germs / close contact (Students)		Spreading Covid-19 / Illness		A		2-5		3		6-14		Only one teacher per class for older students and two teachers (2m apart) per class for younger students will be allowed. All studios will have the floor taped with spaces of 2m between each student. Parents are not allowed into the building. Only one adult per child can bring / collect the students and no other children (that are not students at Refresh) are allowed in the studio. <u>There will be staggered entrance and exit times, and students will be called in for their exam 10 minutes before their exam time, and will wait in the corridors, 2 metres apart. The students will be at least 2metres away from the examiner at all times.</u>		1-2		2		6-10		A	Regular updates			

