



Covid-19 Supplementary Risk Assessment

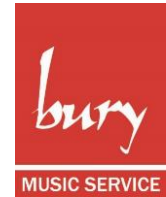
Small group and individual, whole class ensemble lessons (all instruments, mouthblown and stringed)

Activity Type: (please note a risk assessment should be completed for each staff member's group)	Instrumental and vocal lessons in schools		
Owner: (ie, staff member responsible for the musical activity)	Bury Music teacher		
Date of assessment:	7/9/2020	Review date (max 1 yr.):	1/9/2021

Description of activity

Please complete the table:

Where held (eg, school or music centre)	
Room held in:	
Numbers of pupils:	
Instruments to be played:	
Equipment used:	
Leader of activity	



Related risk assessments

Other previous risk assessments linked to this activity.

Please complete the table below.

Name of risk assessment	Link to file were held

Risk assessment

A risk assessment is a careful examination of what could cause harm, its significance, and what precautions are needed to eliminate the risk or reduce it to an acceptable level.

Complete the risk assessment table. Space is provided for you to add additional hazards. Once completed calculate the risk rating for the activity.



	Hazard	Who is at risk?	Control measure(s)	Further actions required	Actioned by whom?	Date completed	Likelihood (1-5)	Severity (1-5)	Risk Rating
1	Airborne transmission Social distancing	Pupils and staff	Teaching room needs to be large enough to maintain social distancing. Refer to <i>BMS Guide to Peripatetic staff visiting schools</i> for information on minimum distances for instruments. Numbers in group restricted dependent on room size to allow for social distancing	Assess suitability of rooms for teaching purposes – capacity/placement of furniture/access for users. Students should not be facing each other. Consider positioning them back-to-back or side-by-side. If the room needs to be rearranged to enable this, teachers should make arrangement with the school and must not move furniture, instruments etc on their own initiative.	Teacher		2	5	10
2	Airborne transmission	Pupils and Staff	What control is there over ventilation? Gentle through-ventilation is preferred. Fans that recirculate stale air should not be used.	Assess suitability of rooms for teaching purposes-ventilation	School/teacher		2	5	10
3	Surface transmission via mouthpieces	Pupils and staff	Note: sharing instruments is not considered safe. See <i>BMS Guide to Peripatetic staff visiting schools</i> for further information.	Pupils are not allowed to share instruments. If a pupil forgets their instrument, they are sent	Teacher		1	5	5



			Pupils are not allowed to share instruments. If a pupil forgets their instrument, they are sent back to class and the parents are informed.	back to class and the parents are informed.					
4	Surface transmission via equipment	Pupils and staff	How are handling of equipment (instruments, stands, music...) by both students minimised or eliminated?	<p>No sharing of instruments / use of disposable gloves to handle equipment / antibacterial wipes & sprays available for use by tutors and students / hand washing facilities.</p> <p>If printed music is being used, each student must have their own copy and may not share a music stand. Can resources be projected or on screen instead?</p> <p>Tutors to manage cleaning of music stands and other equipment by students at the start of the sessions and end of each lesson.</p>	BMS/ teacher/ school		1	5	5
5	Airborne transmission	Pupils and staff	Pupils are not allowed to blow or tip water out of instruments onto the floor of the teaching room.	Paper towels will be provided for venting of water keys and disposed of into waste bin bags.	BMS and Teacher		1	5	5



				At the end of the activity the bag will be double wrapped and disposed into the school's household waste bin. See <i>BMS Guide to Peripatetic staff visiting schools</i> for further information.					
6	Airborne transmission (vulnerable teacher)	Staff	<p>If the staff member is over the age of 70 and/or has underlying health matters, further consideration will be sought from the Head of BMS and advice from the staff member's own General Practitioner.</p> <p>Following advice further control measure will be put in place such as:</p> <ul style="list-style-type: none"> ▪ Wearing of a face mask, shield, and/or ▪ Perspex screen for the teacher to stand behind as a shield between pupils and staff. 	Consider remote and virtual lesson delivery if unsafe for teacher to work face-to-face.	BMS and Teacher		0	5	0
7	Airborne transmission (vulnerable pupils)		<p>Additional measures such as face masks, visors and additional distancing.</p> <p>Consider change of instrument to a 'non blowing' instrument.</p>	Consider remote and virtual lesson delivery if unsafe for pupil to learn face-to-face Alternatively, student may not be able to participate	BMS and Teacher		1	5	5



Risk rating of the activity

Complete the table below regarding the likelihood, severity (consequence) and risk rating of the musical activity.

Likelihood -Taking into account the adequacy of the controls, how likely is the activity to result in actual harm (1-5)?

Severity (Consequence) - What would be the effect of the activity on the pupil/teacher/organisation if the incident occurred (1-5)

Risk rating – calculate the risk rating using the matrix:

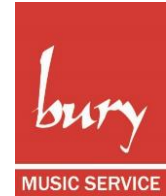
How likely is the activity to result in actual harm (1-5)?	1
How severe would the consequences be (1-5)?	5
Risk rating (likelihood x severity)	5

Likelihood	more	5					
		4					
		3					
		2					
	less	1					
		1	2	3	4	5	
		better			worse		
		Severity					

Risk rating:	1-6	Green	Monitor to ensure control measures are implemented consistently and that the rating remains valid.
	8-12	Amber	Try to identify additional controls to reduce the risk. Ensure that control measures are implemented consistently and look to improve by the next review.
	15-25	Red	Cease this activity until additional controls can be put in place to manage the risk.

Bury Music Service Ltd

www.burymusic.co.uk



Signed: G Price **Date:** 7/9/2020
Gemma Price Head of Service

Name: _____ **Position:** _____

Remember

- When completed please send email a copy to the Head of Bury Music Service. Keep a copy for your own reference.
- This is a legal document: you must do (or ensure that people working for you do) what you say in it.
- Risk assessments must be reviewed at least annually or when there is an incident, ie, in this case, if someone falls ill after taking part in the activity.
- For the purposes of Health & Safety, if you have not recorded it, you have not done it.