**Miss Sophie’s Dance Academy – Coronavirus COVID-19 – Risk Assessment 2020**

**COVID-19 is a new illness that can affect your lungs and airways. It is caused by a virus called Coronavirus. Symptoms can be mild, severe or fatal.**

**To keep up to date with HSE advice in the workplace in this fast changing situation visit www.hse.gov.uk**

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| **What are the hazards?** | **Who might be harmed** | **Controls required** | **Additional Controls** | **Action by who?** | **Action by when?** | **Done** |
| Spread of COVID-19 Coronavirus | * Staff * Students * Parents/carers/   wider family members | **Hand Washing**   * Hand washing facilities with soap and water in place. * Stringent hand washing taking place. * See hand washing guidance. * <https://www.nhs.uk/live-well/healthy-body/best-way-to-wash-your-hands/> * Drying of hands with hand dryer or paper towels * Gel sanitisers In place to further support hygiene. | Students to be reminded on a regular basis to wash their hands for 20seconds with water and soap. Reminded to catch colds and coughs and sneezes in tissues- Follow, Catch it, Bin it, Kill it and to avoid touching the face, eyes, nose or mouth with unclean hands. Tissues will be made available throughout the workplace.  To help reduce the spread of coronavirus (COVID-19) reminding everyone of the public health advice -https://www.publichealth.hscni.net/covid-19-coronavirus/covid-19...  Posters and leaflets and other materials are available for display | SC  NS  EH  JM | 6/8/20 |  |

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|  |  | **Cleaning**  Frequently cleaning and using anti-bacterial wipes on objects and surfaces that are touched regularly particularly in areas of high use such as door handles, light switches, barres.  **Distancing**  Students to line up in the corridor, socially distanced, apply hand gel and enter class room with just water bottle and change of shoes if needed and put on chair. Then go to allocated marker to stand on.  Students to line up after class, collect their belongings, use hand gel and teacher to take them out through the Fire Exit to parents.  Online provision in place to replace face to face classes should the risk level require this.  Parents not to be allowed to wait in the corridors.  **Wearing of Gloves**  Where Risk Assessment identifies wearing of gloves as a requirement of the job, an adequate supply of these will be provided. Staff will be instructed on how to remove gloves carefully to reduce contamination and how to dispose of them safely.  **PPE**  Public Health guidance on the use of PPE to protect against COVID-19 relates to health care settings. In all other settings individuals are asked to observe social distancing measures and practice good hand hygiene behaviours.  Staff may wear masks or visors if desired. Pupils may wear face masks if they desire. It is advised for over 11’s to wear a face covering.  **Symptoms of COVID-19**  If anyone becomes unwell with a new continuous cough or a high temperature they will be sent home and advised to follow the stay at home guidance.  Staff will follow the current guidance regarding notification of others as per [www.gov.uk](http://www.gov.uk)  **Mental Health**  Management will promote mental health & well being awareness to staff & pupils and will offer whatever support they can to help  Reference –  <https://www.mind.org.uk/information-support/coronavirus-and-your-wellbeing/> | Rigorous check ins will be carried out by principals to ensure that the necessary procedures are being followed.  Staff to be reminded on a daily basis of the importance of social distancing both in the workplace and outside of it. Principal checks this is adhered to.  Staff to be reminded that wearing of gloves is not a substitute for good hand washing.  Principals to maintain pupil records as usual of up to date contact details.  Regular communication of mental health information and ‘open door’ policy via email [justdance-sophie@hotmail.co.uk](mailto:justdance-sophie@hotmail.co.uk) for those who need signposting to additional support,. | SC  NS  EH  JM  SC  NS  EH  JM  SC  NS  EH  JM  SC  NS  EH  JM  SC  NS  EH  JM  SC | 6/8/2020  6/8/2020  6/8/2020  6/8/2020  6/8/2020 |  |