

# COVID-19 Risk Assessment

**Your name: Valley Music Service Ltd**      **Assessment carried out by: Janine Stone**

(Provision at Gorse Hall Primary School)

**Date of next review: Autumn 2021**      **Date assessment was carried out: 8 June 2021**

## Our Business:

We provide instrumental tuition to whole classes in primary schools along with lunchtime clubs. At the date of this assessment we are providing services to whole classes of 30 pupils in primary schools. Before the COVID pandemic we taught all students in whole classes in school. During the pandemic we have provided lessons online as an alternative to face-to-face teaching. We intend to offer a blend of face-to-face tuition and online tuition, in accordance with the preferences for individual schools, subject at all times to the advice, guidance or legislation of the UK government.

## How this risk assessment was carried out:

This risk assessment is based on the method and principles of the Health & Safety Executive (HSE)'s COVID-19 risk assessment, including advice about coronavirus and safe working here: <https://www.hse.gov.uk/coronavirus/working-safely/index.htm>. The aim of this risk assessment is to identify how COVID-19 could spread in my teaching environment, and to identify methods to stop the spread of the virus. This assessment reflects any relevant official government guidance for safe working during the pandemic.

I identified hazards by walking around the working space, noting entry and exit procedures and movement around the building, noting ventilation options within the space, considering instrument and equipment cleaning procedures and whether any items are shared, taking note of additional risks associated with certain musical activities, e.g. singing, wind and brass instruments, and reflecting on travel and how staff would get to the teaching venue. I also considered what measures to deploy if any COVID symptoms appear in me, students, school staff and other members of my household.

I will update this assessment periodically in light of changes in government guidance or restrictions.

More information on managing risk: [www.hse.gov.uk/simple-health-safety/risk/](http://www.hse.gov.uk/simple-health-safety/risk/)

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	What further action do you need to take to control the risks?	Who needs to carry out the action?	When is the action needed by?	Done
Arriving and leaving	Student School Staff Music Teacher	Music teacher to follow the school guidance. Entry and exit through the main entrance using electronic access card. Sanitiser to be used on entry and exit.	School to provide induction.	School	9/3/21	Yes
Getting or spreading coronavirus by poor hygiene	Students School Staff Music Teacher	Increased frequency of hand washing/ sanitisation. Music teacher has own personal hand sanitiser to enable increased frequency. Following good respiratory hygiene – catch it, bin it, kill it.	Ensure music teacher has adequate supply of hand sanitiser and tissues.	Music Teacher	weekly	
Getting or spreading coronavirus in common use high traffic areas such as corridors, toilet facilities, entry/exit points, lifts, and other communal areas	Students School Staff Music Teacher	Enhanced cleaning arranged by the school  See school risk assessment – <a href="http://www.gorsehall.tameside.sch.uk/">http://www.gorsehall.tameside.sch.uk/</a>	Ensure no more than 6 members of staff are in the staff room at any one time.	School Staff Music Teacher	weekly	
Getting or spreading coronavirus from shared instruments and materials	Students Staff Music Teacher	Eliminate shared instruments/ equipment where possible. Shared equipment cleaned frequently and meticulously between groups or rotated to allow them to be left unused and out of reach for a period of 48 hours (72 hours for plastics) between use by different groups.	Ensure music teacher has adequate cleaning/sanitising equipment. Provide suitable storage for items in 72 hours quarantine.	Music Teacher	weekly	

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		Ensuring handwashing/sanitisation routines followed by all.				
Direct transmission of COVID 19 virus for being in close proximity to people with the virus	Students School Staff Music Teacher parents general public	<p>Following NHS guidance on coronavirus. Actively engaging with NHS test and trace. If informed by NHS Test and Trace you are a contact of a person who has had a positive test result for COVID-19, you must self-isolate at home for 10 days from the date of your last contact with them, even if you receive a negative test.</p> <p>If COVID 19 symptoms develop during isolation, must get a test and restart 10 day home isolation.</p> <p>Anyone displaying COVID 19 symptoms (including members of own household) must stay at home and book a test. If the test is negative you do not need to self-isolate, as long as: everyone you live with who has symptoms tests negative, everyone in your support bubble who has symptoms tests negative, you were not told to self-isolate for 10 days by NHS Test and Trace, you feel unwell (stay at home until you're feeling better).</p> <p>Anyone who has tested positive for COVID 19, in the last 10 days, must NOT attend school.</p>	<p>Regularly refer to latest guidance: <a href="http://www.gov.uk/coronavirus">www.gov.uk/coronavirus</a></p> <p><u>Stay at Home: Guidance for households with possible or confirmed COVID-19.</u></p>	Music Teacher	Daily	

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Getting or spreading coronavirus through not social distancing	Students Staff Music Teacher	<p>Music teacher to wear a face covering when moving around the school.</p> <p>Music Teacher to remain at the front of the class 2m away from pupils and other staff.</p> <p>If a situation arises where it is not possible for the music teacher to keep 2 m social distance, must wear a face covering.</p> <p>Music teacher must avoid situations where distancing requirements are likely to be broken; for example when supporting correct instrument handling.</p> <p>Students to remain in their allocated work area.</p> <p>Walk in single file.</p> <p>Work side by side or back to back.</p> <p>Identified the kitchen area in the staff room where it may not be possible to maintain social distance. Music Teacher to limit use of the staffroom.</p>	Be particularly mindful of social distancing in the staff kitchen.	Music Teacher School Staff	Daily	
Teacher uses public transport to attend lesson and may introduce infection	Students School staff	Teacher does not use public transport to attend the school			n/A	
Possibility of increased risk of cumulative aerosol transmission of coronavirus of large groups of pupils singing, chanting or playing wind instruments indoors (with less than 2 m social distancing).	Students Staff Music Teacher	<p>Singing, wind and brass playing will not take place in larger groups (15+) unless significant space, natural airflow and strict social distancing of 2m, pupils positioned side by side.</p> <p>Quiet singing for short periods may take place in the classroom setting.</p> <p>Singing and playing instruments will take place outdoors where this is possible.</p>	Monitor government guidance and keep the head teacher up to date.	Music Teacher	Daily	

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		Wind and brass players will be positioned so that the air from their instrument does not blow onto another player.				
Pupil behaviour may have been impacted by Covid-19.	Students School Staff Music Teacher	Music Teacher is up to date with amended behaviour policy, including rewarding good behaviour. School staff to inform the music teacher if there are any circumstances where adaptations to the behaviour policy may be required eg: SEND, special circumstances, etc	Regularly check the behaviour policy for any updates. School Staff to keep music teacher up to date of any special circumstances.	Music Teacher  School Staff	Weekly	
Getting or spreading coronavirus due to contact with several year group bubbles.	Students School Staff Music Teacher	No contact with KS1, no lunch clubs. Only contact with KS2 classes. Reduced contact time by shorter sessions, which also allows for strict cleaning regime. Good ventilation before, during and after the session. 2m social distancing from pupils and other staff. If a situation arises where it is not possible for the music teacher to keep 2 m social distance, must wear a face covering. Sanitise hands between each class. Clean any equipment moved between classes.	Ensure adequate ventilation. Ensure music teacher has supply of cleaning equipment and mask.	School Staff Music Teacher	Daily	
Spreading coronavirus by bringing equipment into the school eg bags, instruments,	School Staff Students	Bringing as little equipment in as possible. Designated area for music teacher equipment – bags etc. Clean laptop, desk and connecting cable before and after each use.	Ensure adequate supply of cleaning wipes.	Music teacher	Daily	



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instrument cases, coat, paperwork, stationery etc.		Single use planning sheets for each class or laminated sheet cleaned between each class. Music teacher has own personal stationery. Must not use the school stationery.				