

## Health and Safety Risk Assessment

Directorate: Children & Adults		Team: Ealing Music Service (EMS)				Location: Schools		Date of Assessment: 21/09/2020	Date for Review: 21/09/2020
Activity or Work Area Assessed: Risk of infection from physical contact with instruments in various contexts:		Assessors: ANONYMOUS							
<ul style="list-style-type: none"> <li>• Small-group tuition</li> <li>• Piano lessons</li> <li>• Whole-class lessons</li> <li>• Choirs</li> <li>• Orchestra</li> </ul>									
Hazard	Who could be harmed and how?	L – Likelihood (1 – 4)	S – Severity (1 – 4)	Risk rating – Lx S = R (1 – 16)	Date of completion	Control measures already in place	Person responsible for control measure	Date of completion	
During small-group lessons	EMS staff and pupils	2	4	8	21/09/2020	<ul style="list-style-type: none"> <li>• Staff and pupils to sanitise their hands at the start and end of each lesson. Sanitisation will prevent the virus from spreading from person to person in case of accidental contact with equipment and instruments other than their own.</li> <li>• Staff to avoid all physical correction.</li> <li>• Pupils to sanitise, pack and unpack their own instruments only.</li> </ul>	EMS and school-based staff	21/09/2020	
During piano lessons	EMS staff and pupils	2	4	8	21/09/2020	<ul style="list-style-type: none"> <li>• Staff and pupils to sanitise their hands at the start and end of each lesson. Sanitisation will prevent the virus from spreading from person to person in case of accidental contact with equipment and instruments other than their own.</li> <li>• Staff to sanitise the keyboard at the start and end of each of lesson.</li> <li>• Staff to avoid all physical correction.</li> <li>• Pupils to sanitise, pack and unpack their own instruments only.</li> </ul>	EMS and school-based staff	21/09/2020	

## Health and Safety Risk Assessment

During whole-class lessons (Spark!)	EMS staff and pupils	2	4	8	21/09/2020	<ul style="list-style-type: none"> <li>Staff and pupils to sanitise their hands at the start and end of each lesson. Sanitisation will prevent the virus from spreading from person to person (even if instruments are used by multiple users during each visit) and from one week to the next as COVID-19 cannot survive for more than 72 hours.</li> <li>If school staff use EMS instruments during the week (eg to rehearse material taught) they must sanitise all instruments if used within 72 hours.</li> <li>Staff to avoid all physical correction.</li> <li>Pupils to sanitise, pack and unpack their own instruments only.</li> </ul>	EMS and school-based staff	21/09/2020
During choir rehearsals	EMS staff and pupils	2	4	8	21/09/2020	<ul style="list-style-type: none"> <li>Staff and pupils to sanitise their hands at the start and end of each lesson.</li> <li>Staff to sanitise any specific equipment (eg music stands) at the start and end of each of lesson.</li> <li>Staff to avoid all physical correction.</li> </ul>	EMS and school-based staff	21/09/2020
During orchestra rehearsals	EMS staff and pupils	2	4	8	21/09/2020	<ul style="list-style-type: none"> <li>Staff and pupils to sanitise their hands at the start and end of each lesson. Sanitisation will prevent the virus from spreading from person to person (even if instruments are used by multiple users during each visit) and from one week to the next as COVID-19 cannot survive for more than 72 hours.</li> <li>If school staff use EMS instruments during the week (eg to rehearse material taught) they must sanitise all instruments if used within 72 hours.</li> <li>Staff to avoid all physical correction.</li> <li>Pupils to sanitise, pack and unpack their own instruments only.</li> </ul>	EMS and school-based staff	21/09/2020

Signed:

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ANONYMOUS

(Assessor)

21/09/2020

ANONYMOUS

(Assistant Head)

21/09/2020

ANONYMOUS

(Assistant Head)

21/09/2020

Reviewed by:

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## Risk Rating:

		Severity			
		1-Trivial	2-Minor	3.Serious	4.Major
Likelihood	4-Very Likely	4 L	8 M	12 H	16 C
	3-Likely	3 L	6 M	9 H	12 H
	2-Possible	2 L	4 L	6 M	8 M
	1-Remote	1 L	2 L	3 L	4 L

<b>Critical (16)</b>	Immediate	Stop. Do not undertake the activity-critical risk, too high and unacceptable. Controls need to be implemented and the risk rating reduced to an acceptable level before the activity can recommence
<b>High (9 -12)</b>	1 week	Require immediate attention to bring the risk down to an acceptable level
<b>Medium (6 - 8)</b>	1 month	Review existing controls and consider additional ones. Regular monitoring required
<b>Low (1 – 4)</b>	3 months	Continue with the existing controls, operations requires monitoring

**Hazard:** Something that has the potential to cause harm

**Likelihood:** The likelihood of the hazard causing harm

**Risk rating is calculated by multiplying the likelihood by the severity:**

**e.g.: a likely chance of an accident resulting in a major injury = 3 x 4 = 12**

**therefore, a medium risk – within 1 month - review existing controls and consider additional ones. Regular monitoring required.**