

## Department Specific Risk Assessments

### Music lessons

Focus Area	Comment/Description	Risk RAG	Actions	Risk RAG after actions
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### Health, Safety and Well-Being

<b>Pupil safety</b>	Children coughing, sneezing, High temperature, feeling/being sick, spitting etc. Very high risk.		<ul style="list-style-type: none"> <li>Children who are poorly, or who display symptoms, will be isolated in a quiet area (Conference room 1) until parent is able to collect.</li> <li>Children will wash hands, or use hand sanitiser, regularly and before and after Music lessons.</li> <li>Music staff and Music students will endeavour to follow social distancing guidelines: not work face to face, adhere to the 2 metre space between individuals and/or use dividing screens.</li> <li>Paired lessons still observe distancing and are only between students from the same 'Bubble'.</li> <li>One in - one out for pupils in the Music room</li> <li>Pupils will supply and look after their own equipment, where possible, only using school equipment that has been cleaned, under close supervision of Music staff.</li> </ul>	
<b>Adult safety</b>	Children coughing, sneezing, High temperature, feeling/being sick, spitting etc. Very high risk.		<ul style="list-style-type: none"> <li>PPE visors will be available for all staff for personal protection/prevention of risk.</li> <li>PPE MUST be used when administering first aid or working in close contact with individuals (medical needs or intimate care) This should include disposable gloves and aprons.</li> <li>Music staff to avoid all handling of students' books and equipment where possible. Fresh post-it-notes used in place of practise notepads and students encouraged to annotate own books.</li> <li>Visiting Music Teachers fully briefed on precautions and new procedures specific to the Music room and also the whole school.</li> </ul>	
<b>Behaviour management</b>			<ul style="list-style-type: none"> <li>The School's behaviour policy will remain the same and should be followed by all staff except where children have individual behaviour plans/risk assessments.</li> </ul>	
<b>Doors and windows</b>	Doors will need to be kept open as much as possible to limit the amount of contact that is made to handles and to enable ventilation.		<ul style="list-style-type: none"> <li>Door will be left open between lessons and roof ventilation used when weather allows.</li> </ul>	
<b>Cleaning</b>	High percentage of resources and equipment that will need cleaning throughout the day including chairs and instruments.		<ul style="list-style-type: none"> <li>Cleaning equipment needs to be available in the room.</li> <li>No soft chairs used as cleaning is difficult.</li> <li>Cleaning of shared equipment by teacher needs to be thorough and after every lesson.</li> <li>Sharing of equipment is avoided where possible.</li> <li>Classrooms need to be left tidy and accessible, with cleaners</li> </ul>	

			<ul style="list-style-type: none"> <li>made aware of how the room and equipment are now being used to enable thorough cleaning.</li> <li>Additional equipment, or furniture, to be removed to an unused area of the classroom to reduce the number of surfaces that could be contaminated throughout the day</li> <li>The teacher's work area must also be kept clear and cleaned.</li> </ul>	
<b>Corridor Piano</b>	Situation of piano in a public area impacts other users of the area.		<ul style="list-style-type: none"> <li>Corridor window left open.</li> <li>Doors fixed open at high traffic times and teaching ceased.</li> <li>Cleaner informed of extra touching of doors.</li> <li>Toilet queues moved to away from the piano.</li> <li>Year 5/6 staff made aware of the implications so they can inform the students.</li> </ul>	

## Transitions

<b>Collection and return to classroom</b>	Children will need to access the Music room for individual lessons.		<ul style="list-style-type: none"> <li>Children to be collected from their classroom without Music Teacher entering the 'Bubbles'</li> <li>Follow any one-way systems in school</li> <li>Children to cleanse hands before they enter and leave</li> <li>Only adult to open and close doors</li> </ul>	
<b>Toilets</b>	Organisation of children who need to use the toilet. Not enough toilets to separate children going at the same time.		<ul style="list-style-type: none"> <li>Agree on which class uses which set of toilets and encourage Music students to use their own toilets before their lesson to avoid them needing to use the toilets nearest the Music room.</li> </ul>	

## Instruments

<b>Instruments and Equipment</b>	Children will need to use specialist equipment in their learning.		<ul style="list-style-type: none"> <li>Children to bring in their own instruments and equipment, where appropriate, stored in cases, to avoid sharing.</li> <li>Used school equipment, such as stands, piano, drum kit, to be cleaned after each use using anti-bac spray if needed again.</li> <li>Where a child needs to borrow and handle drumsticks or plectrums, these must be cleaned using Milton or similar after use.</li> <li>Chairs will not be shared and will be cleaned before next use.</li> <li>Students clearly shown safe and compliant storage of personal instruments</li> <li>Staff will avoid contact with pupils' instruments/equipment – using gloves if necessary or thoroughly washing hands before and after.</li> </ul>	
	Wind instruments expel water droplets.		<ul style="list-style-type: none"> <li>No mouthpiece only practise – play instruments fully assembled.</li> <li>Water keys to be emptied by the pupil into paper towel that is immediately thrown away in a lidded bin.</li> <li>Instruments only to be blown into when player is positioned behind clear screens. All surfaces within the 'booth' to be sprayed and cleaned between uses.</li> </ul>	
Signed: Mr M Ashley-Jones Head of School 2/11/2020		Mrs C Graves Chair of Governors 4/11/2020		