*N.B. Please see main risk assessment for all other general potential risks and their controls (found in Health and Safety Pack)*

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| **Hazard Description** | **Consequences** | **Level of Risk** | **Who is at Risk** | **Controls** | **Responsible** |
| Spread of COVID-19 | Spread of Virus | Medium/High (dependant on R rate) | All Users | * Thorough COVID-19 procedure in place to minimise risk of infection including the use of small groups that do not cross-infect  *(please refer to procedure)* * No parents/carers allowed on site; collection/drop off points socially distanced * Trained staff in COVID-19 procedure to ensure safeguards are in place * No one with COVID-19 or suffering symptoms allowed on site (signed declaration and temperature checks) * Deep cleaning arrangement with venues; staff to be subject to cleaning protocol which includes regular touch points, bathrooms and deeper changeover cleaning * Use of larger spaces and outdoor areas for activities * All indoor spaces used well ventilated * All equipment either bought and used for one group alone, or thoroughly cleaned between groups by staff | All staff, students and their parents/guardians |
| Students not following COVID-19 Procedure | Spread of Virus | Low | All Users | * Student’s fully briefed on new ‘rules’ they must follow both before joining and upon arrival at site * Students who are continually unable to follow procedure asked to leave course * Child-friendly posters and images which remind students of new procedures (i.e. catch it, kill it, bin it. Social distancing. Hand washing etc) * Individual assessments and monitored ‘trials’ for any children with individual support needs that may result in breaking social distancing (i.e. potentially violent children and SEND students) | All staff, students and their parents/guardians |
| Teachers not following COVID-19 Procedure | Spread of Virus | Low | All Users | * Teachers fully briefed on procedure before course begins and every day * Management staff constantly ensure procedure is followed, and contingency plans for teachers who struggle to uphold procedure. * Teachers must keep meticulous logs of, and be forthcoming regarding teaching within other settings so that Dance2drama Performing Arts Academy * can make informed decisions regarding their suitability to teach. | Staff and Management |
| Spread of COVID-19 through Physical Activity including dance and high-energy games | Spread of Virus | Medium/High (dependant on R rate) | All Users | * Government advice to prioritise outdoor physical activity * Adhering to government gym guidance that allows 100ft2 per person in settings * Increased Social distancing measures implemented (2m+) or mitigate risk by using masks, bubbles or screens. * Regular rest and water breaks controlling students heart rates and breathing | Staff and Management |
| Spread of COVID-19 through Singing | Spread of Virus | Medium/High (dependant on R rate) | All Users | * Government advice to avoid all singing and chanting * No singing permitted on site | Staff and Management |
| Spread of COVID-19 through Drama Activity/Shouting | Spread of Virus | Medium/High (dependant on R rate) | All Users | * Government advice to avoid all activity that increases speaking voice above a normal volume * Projection within drama not encouraged * Games that result in volume increase from children will calmed down * Teachers who must project to teach must do so outside (dance) or if indoors must increase social distancing and ensure space is well ventilated or use a mic/headset * Children constantly reminded not to raise voices. Students who need behaviour management in this may be asked to leave course. | Staff and Management |
| First Aid, Medical or Isolation | Spread of Virus | Medium | All Users | * PPE to be worn if social distancing must be reduced to provide first aid or medical intervention * Staff member chaperoning any student needed to be isolated must socially distance and wear PPE | Management |
| Loss of vital staff due to illness | Loss of management capabilities | Medium | Management Staff, All Users | * Internal contingency plans that allow staff to cover responsibilities to ensure smooth running of business * Staff wellness checks and signed declaration | Management |
| Loss of teaching staff due to illness | Lessons cannot go ahead as planned | Medium | Management and Students | * Use of cover teachers and deputies * Management able to cover classes | Teachers and Management |