

YOUR NAME: HHMUSICLLP

VENUE: PRIMARY & SECONDARY SCHOOLS

What are the hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to manage this risk?	Action by whom?	Action by when?	Done
Working with others	Myself, students, staff;	<p>Consider the teaching room and any potential areas of risk including entering and exiting the room and venue.</p> <ul style="list-style-type: none"> • Equipment and furniture – properly stored, avoiding tripping hazards or cross contamination. Care taken loading and unloading equipment in transportation, using proper lifting technique; • Ventilation – open windows/open plan room; • Spacing – social distancing guidelines; • Cleanliness – wiping surfaces, incl. seats and music stands, no sharing of instruments, avoid touching surfaces; • Child Protection – DBS checked and following HHMUSIC and venue guidance, incl. behavioral management and regular safeguarding training and certification; • Noise – wear ear-protection; • Optional use of face-mask during teaching sessions; • Ensure rooms have adequate visibility (windows) in line with HHMUSIC LLP safe-guarding policy; 	<p>To carry out my work considering the potential hazards & risks and where possible eliminate them or minimize the risk.</p> <p>Follow school guidelines concerning Covid bio-security</p> <p>Appropriate students should wear masks "to and from" teaching spaces.</p>	HHMUSIC Teacher and school music lead, alongside school risk assessment and School Covid bio-security lead	1 week prior to commencement of lessons	JE (HSM)
COVID 19 limiting personal exposure	Myself, students, staff;	<ul style="list-style-type: none"> • 2-metre social distancing between staff and students. Or (where 2m not possible) protective screen between teacher and students, provided by school; • Cleanliness (as above) and wiping additional surfaces, such as pianos and drums sticks, between lessons. Consider wearing gloves or masks, where appropriate; • Ventilation (as above); • Ensure children from different bubbles maintain social distancing when students for lessons are changing over; • Report students showing signs of Covid to school line manager; • ALL STAFF should wear masks whilst entering, moving around and departing all venues, the only time when it is not required is whilst teaching; 	Check situation at the school.	HHMUSIC Teacher and school music lead, alongside school risk assessment and School Covid bio-security lead	1 week prior to commencement of lessons	JE (HSM)

What are the hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to manage this risk?	Action by whom?	Action by when?	Done
Checking if I show symptoms	Myself	Following the Government & NHS advice; Register for "Track and Trace"	Prepare for quarantine and continuation of lessons on digital platform	Myself	ongoing	JE (HSM)
Protection when travelling	Myself	Following the Government & NHS advice;	Hand gel application	Myself	ongoing	JE (HSM)
Maintaining cleanliness of teaching space	Myself	Carrying sanitiser & suitable wipes for instruments, equipment, surfaces etc; any other necessary protective equipment; ALL WINDOWS SHOULD BE OPEN DURING LESSONS IF MY GEOGRAPHIC AREA IS IN A TIER OR NATIONAL LOCKDOWN!		Myself	ongoing	JE (HSM)
Cleaning instrument/s	Myself	Carrying instrument boxed, cased or otherwise covered in transit; wiping down before and after performance, emptying any liquids into a capped container		Myself	ongoing	JE (HSM)
Maintaining distancing	Myself, students, staff & parents	Ensuring maintenance of social distancing in teaching area and whilst moving around school; minimise joint handling of sheet music and possibly explore using phones/tablets etc. Restrict the contact with parents to digital platforms (as above)	Check venue has appropriate signage and where possible separate entry and exit routes, cleanliness regime in place including for toilets and rest facilities	HHMUSIC Teacher and school music lead, alongside school risk assessment and School Covid bio-security lead	1 week prior to commencement of lessons	JE (HSM)

NOTE

This Risk Assessment has been developed with reference to the published guidance from the Department of Education (DoE), the Musician's Union (MU) and the Incorporated Society of Musicians (ISM). Hot House procedures have also been approved by the department for Environmental Control within Derby City Council;

It is important schools discuss their risk assessment and proposed actions with you prior to teaching;

You should review your risk assessment if you think it might no longer be valid, e.g. if there are any significant changes in your work;