

Covid-19 Supplementary Risk Assessment

Whole-Class Ensemble Tuition (mouth-blown instruments)

Owner:	Carl White		
Consultees:	Tony Johnson, Felicity French, Richard Field, Judith Lawler.		
Version:	7 <i>This document will be updated in line with DfE and Government guidance. Please visit www.bradfordmusiconline.co.uk regularly to ensure that you have the most up to date risk assessment.</i>		
Date of assessment:	24/5/21	Review date (max 1 yr):	21 st June 2021

Description of activity

Whole-class and small group Brass tuition – taught in bubbles of no more than 15 pupils. If specific to a group, school or situation, provide details such as where it takes place (site, space, room) numbers involved, equipment and who leads the activity. **Refer to WCET Singing risk assessment if using vocal work.**

References to related risk assessments

If there is a pre-existing risk assessment for this activity, refer to it here. You may also want to link to your risk assessment for collecting in and reallocating instruments.

Existing control measures

These are the things you already do, or are inherent in the activity, that reduce the risks.

	Hazard	Who is at risk?	Control measure(s)	Who is responsible?
1	Understanding school adaptations and Risk Assessment to COVID-19	MAS Staff	First visit to a school, MAS staff to run through the school risk assessment and practicalities with appropriate member of school staff. Identify any higher risk children and what PPE and additional risk assessments are associated.	MAS Staff
2	Airborne transmission	Everyone	Face shield to be worn by staff. Teacher(s) and pupils to be at least 2m from nearest player at all times and minimum of 2m away from the bell of neighbouring instruments. Considerations will need to be made on timetabling to ensure that this can be in place.	MAS Staff



			Group size must not exceed 15 pupils and must be positioned either side by side or back to back. PPE should be worn if 2m cannot be achieved.	
3	Airborne transmission	Adults	Teacher(s) at least 2m from nearest player. Liaise with school staff to ensure room set up allows for adequate spacing. Ensure that movement around the practice room is minimal and flag immediately with school where this is not possible. Do not stand directly in front of pupils - and when demonstrating avoid bell facing pupils	MAS Staff
4	Surface transmission via mouthpieces	Everyone	Sharing instruments is not considered safe. See MM guide for further information. All instruments must be clearly labelled with the child's name on the case and stored in a secure area before and after use. Buzzing using the mouthpiece alone should not take place due to the risk of germs being transmitted. Teachers must not play students' instruments, even to diagnose a problem. No instrument should be touched by anyone bar the person it has been issued to without PPE. Explain what to do if valves are stuck or most likely in the wrong place – do not attempt this yourself without PPE.	MAS Staff
5	Surface transmission	Everyone	In small group/individual lesson, each player will require their own stand and copies of the music. On no account should music or books be shared. Online or IT based resources can be used (see point 8). This also applies to printed and photocopied music.	MAS Staff
6	Surface Transmission	Everyone	Water keys should not be vented directly onto the floor. Newspaper or paper towels should be provided to soak up water ideally anti-bacterial paper/wipes) and players should clear up their own, dispose of waste and wash and sanitise hands. Insist on proper	MAS Staff

			cleaning of instruments at the end of the lesson (see guidance)	
7	Airborne transmission	Everyone	Ventilation is key. Open windows before the start of the session or sing outdoors. If windows are closed on entry, ensure that they are opened. Where the teacher is in situ for extended time, it may be necessary to schedule breaks to ventilate the room and to consider wearing a facemask where windows are not available or sufficient.	MAS staff
8	Surface transmission via equipment used for playing backing tracks or accompanying	Teacher	Clean PC, IT equipment or CD player for backing track or piano/keyboard. Refer to Music Mark's guidance for advice on cleaning equipment. Do not assume that this has been done for you prior to arrival.	MAS staff
9	Surface transmission via pianos and keyboards	Teacher	Clean all instrument keys before and after use, including keyboard function buttons. Do not move pianos yourself, request positioning in initial conversation with school.	MAS Staff
10	Surface transmission via behaviour management and practice diaries	MAS Staff	MAS Staff to use in school rewards and sanctions only. Do not issue stickers or certificates. Practice diaries not to be used (use Google classroom or online alternative)	MAS Staff

Initial risk rating

How likely is the activity to result in actual harm (1-5)?	3
How severe would the consequences be (1-5)?	3
Risk rating (likelihood x severity)	9

Likelihood	more	5					
		4					
		3					
	less	2					
		1					
			1	2	3	4	5
			better		worse		
			Severity				

Additional control measures

These are new measures identified to reduce the risk rating. It is usually easier (and it is perfectly acceptable) to reduce the likelihood of harm rather than the severity.

It is not necessary to implement additional control measures for every hazard identified. Prioritise the hazards you have identified and ensure that control measures are reasonable and proportionate.

	Hazard	Who is at risk?	Control measure(s)	Who is responsible?
1	Airborne transmission	Teacher	Face shields must be worn.	MAS staff
2	Airborne transmission (vulnerable teacher)	Teacher	Follow any additional arrangements made direct with the service manager (individual staff basis)	MAS staff
3	Airborne transmission (vulnerable pupils)	Pupil or pupils	Follow additional risk assessment advice provided by school. Initial conversation in school to identify any higher risk children and what PPE and additional risk assessments are associated. Make additional provision for support staff to be in the room and ensure that they are aware of this document.	MAS staff
4	A child develops symptoms of COVID-19 during session delivery, the staff member could be exposed to infection	Everyone	<p>Risk assessment conducted by the school, following government guidelines.</p> <ul style="list-style-type: none"> • Staff member will follow the MAS activity risk assessment and ensure face shield is worn. • Staff member will alert school staff as per risk assessment • Social distancing will have been observed where possible • Child will be isolated from group if symptomatic • Child will be sent for testing by school • Staff member will be informed of outcome of test • Staff member will isolate if child is positive and access COVID-19 testing <p>Staff to ensure timetable up to date and records all contacts with schools via Paritor on a daily basis. Where a child tests positive the staff member will isolate for 10 days from the date of contact and be referred for a test . If the staff member subsequently tests positive, all contacts will be informed by manager</p>	MAS Staff

5	A child develops symptoms of COVID-19 within 14 days of a staff member delivering a session within school, the staff member could have been exposed to infection	Everyone	<p>Risk assessment conducted by the school, following government guidelines.</p> <ul style="list-style-type: none"> • Staff member will follow the MAS activity risk assessment and ensure face shield is worn. • School will alert staff member by telephone and follow up email to staff member and identified manager <p>Staff to ensure timetable up to date and records all contacts with schools via Paritor on a daily basis. Where a child tests positive the staff member will isolate for 10 days from the date of contact and be referred for a test If the staff member subsequently tests positive, all contacts will be informed by manager</p>	MAS Staff
6	The staff member develops symptoms of COVID-19 during a session	Everyone	<p>Staff to remain at home if displaying one of the following symptoms:</p> <ul style="list-style-type: none"> • High temperature • Persistent cough • Loss of taste of smell <p>Staff to ensure timetable up to date and records all contacts with schools via Paritor on a daily basis If symptoms develop during a session the staff member must leave the site immediately, informing an identified member of staff and manager The staff member must obtain a test and report the results to their manager and the identified senior member of staff in school If the staff member test positive for COVID-19, children who have been in contact will be requested to isolate for 10 days</p>	MAS Staff

Residual Risk rating

How likely is the activity to result in actual harm (1-5)?	1
How severe would the consequences be (1-5)?	1
Risk rating (likelihood x severity)	2

Likelihood	more	5					
		4					
		3					
	less	2					
		1					
			1	2	3	4	5
			better		worse		
			Severity				

Risk rating:	1-6	Green	Monitor to ensure control measures are implemented consistently and that the rating remains valid.
	8-12	Amber	Try to identify additional controls to reduce the risk. Ensure that control measures are implemented consistently and look to improve by the next review.
	15-25	Red	Cease this activity until additional controls can be put in place to manage the risk.

Date communicated to staff/volunteers: _____

Signed: _____ **Date:** _____

Name: _____ **Position:** _____

Remember:

- This is a legal document: you must do (or ensure that people working for you do) what you say in it.
- Risk assessments must be reviewed at least annually or when there is an incident, i.e. in this case, if someone falls ill after taking part in the activity.
- For the purposes of Health & Safety, if you have not recorded it, you have not done it.