



Bridge Academy of Performing Arts: Risk Assessment (COVID-19 July 2020)

Hazard Description	Consequences	Level of Risk	Who is at Risk	Controls	Responsible
Spread of COVID-19	Spread of infectious Disease	Medium (may rise as positive diagnosis rise)	All Users	<ul style="list-style-type: none"> Thorough COVID-19 procedure in place to minimise risk of infection (<i>please refer to action plan</i>) Trained staff in COVID-19 procedure to ensure mitigation procedures are in place No one with COVID-19 symptoms or self isolating allowed on site 	All staff, students and their parents/guardians
Loss of vital staff due to illness	Loss of management capabilities	Medium	Management Staff, All Users	<ul style="list-style-type: none"> Internal contingency plans that allow staff to cover responsibilities to ensure smooth running of business Running classes on line if staff member is symptom free but self isolating Replacement staff member should a teacher be incapacitated. 	Management and Board of Trustees
Loss of teaching staff due to illness	Lessons cannot go ahead as planned	Medium	Management and Students	<ul style="list-style-type: none"> Use of cover teachers and deputies Management able to cover classes Lessons postponed to later date 	Teachers and Management
Loss of students due to illness	Loss of Income	Medium (may rise as positive diagnosis rise)	Entire Business	<ul style="list-style-type: none"> Business contingency plans in place including alternative lesson formats, condensing classes, venue changes etc. 	Management and Board of Trustees



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Spread of covid-19 through entering the car reg into the iPad in the lobby	Catching covid-19	Low	Anyone who drives in and has to enter their car reg	<ul style="list-style-type: none"> Wiping down of the pad before and after touching it. To save excessive wiping, teacher enters numbers and wipes at the end of the session 	Church provides wipes, teacher responsible
Loss of Income	Closure/Hiatus of Business	Low	Entire Business	<ul style="list-style-type: none"> Business contingency including running with skeleton staff and providing alternative services 	Management and Board of Trustees
Spread of covid-19 through entering the alarm code at beginning and end of evening	Loss of teaching staff or management member on site.	Low	Teacher who sets and unsets the alarm	<ul style="list-style-type: none"> Wiping down of the pad before and after touching it. 	Teacher entering the alarm code
Spread of covid-19 due to an emergency evacuation	Catching covid-19	Low	Students and staff, anyone who is in the building	<ul style="list-style-type: none"> Attempts to maintain social distancing throughout procedure. Although potential risk to life and the importance of evacuating the building superceeds risk of catching covid-19. 	Teacher and any adults present that day
Spread of covid-19 due to administering of first aid	Catching covid-19	Low	Student requiring first aid or member of staff administering it	<ul style="list-style-type: none"> Use of extra PPE where possible, to minimise risk of contamination to both student and staff member. Use of gloves, visor and if needed pocket mask for CPR. 	First aider (teacher)
Spread of covid-19 due to a person falling ill whilst attending dance class	Catching covid-19	Low	Anyone present in the building at that time	<ul style="list-style-type: none"> Other students encouraged to move aside (still socially distanced) to ensure a clear path for student to leave the class Area set aside in prayer for the student to await collection. Parent called to come and collect child. 	teacher



				<ul style="list-style-type: none">· Mask if not already worn, given to children over 11 in order to help transmission of any virus or bacteria.· Adult assigned to the child to ensure they remain safe.· Parent advised to self-isolate and arrange testing.	
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