



RISK ASSESSMENT

Department:	Resources	Service Team:	Enfield Music Service
Manager:	Wendy Kemp	Persons undertaking the assessment:	Wendy Kemp & Sean Turpin
Work Activity being assessed:	Face to face EMS borough-wide ensembles during Covid-19	Risk Assessment Number:	Ensembles 5
Date of assessment:	28.01.2022	Date of next review:	21.02.2022

SCOPE OF OPERATION, LOCATION AND TIME	ASSOCIATED GUIDANCE
<p>SCOPE OF OPERATION (description of tasks being undertaken):</p> <p>EMS borough-wide ensembles delivered by EMS staff and peripatetic Enfield Music Service tutors</p> <p>Instrument-specific guidance: Woodwind & Brass</p>	<p>NHS 111 https://111.nhs.uk/covid-19 Government guidance: https://www.gov.uk/coronavirus https://www.gov.uk/government/organisations/public-health-england</p> <p>https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak</p> <p>https://www.gov.uk/government/publications/protective-measures-for-holiday-or-after-school-clubs-and-other-out-of-school-settings-for-children-during-the-coronavirus-covid-19-outbreak https://www.musicmark.org.uk/resources/music-unlocked-guidance-for-schools-and-music-providers/</p>
<p>LOCATION:</p> <p>Enfield County Lower School</p>	
<p>WHEN DOES THE ACTIVITY TAKE PLACE (early hours, during normal hours, after 6pm or at weekends)</p> <p>Between 4:30 and 9:30pm on weekdays.</p>	

Council Risk Assessment Sheet

Activity:	Face to face EMS borough-wide ensembles during Covid-19	No. of pages:	5	Page number:	2
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What are the hazards?	Who is at risk and How would they be harmed? (e.g. staff, public, contractors – trip, slip, fall, assault)	What is currently done to reduce / control the risk?	Risk level scoring (H,M,L)	What more can be done to reduce risk?	Action by whom, by when?
Potential for exposure to COVID-19 via contact with others	Everyone	Staff, tutors and pupils should follow EMS signage regarding entrances/exits and movement around the site. Face coverings are not required.	M	Staff, tutors and pupils may opt to wear face coverings.	Everyone - ongoing
Potential for exposure to COVID-19 via contact with others	Everyone	Parents and carers should not remain in the rehearsal space during rehearsals unless invited to do so for a specific reason by EMS staff.	M		EMS staff and tutors
Potential for exposure to COVID-19 via contact with others	Everyone	EMS staff, tutors and secondary aged pupils should take Lateral Flow tests twice a week via home testing kits, 3 to 4 days apart	M		Everyone
Airborne/surface transmission of COVID-19	Everyone	“Catch it, kill it, bin it.”: Cough and sneeze into a tissue and dispose of immediately into the bin (or the crook of the elbow) and wash/sanitise hands afterwards.	L		Everyone
Surface transmission of COVID-19	Everyone	Staff, Tutors and pupils should have access to hand sanitiser during the rehearsal and should sanitise hands on arrival.	L		EMS - ongoing
Surface transmission of COVID-19	Everyone	Where sheet music is necessary pupils should all handle their own.	L		EMS Staff and Tutors

Surface transmission of COVID-19	Staff/tutors using keyboard instruments	Any keyboard instruments to be used should be wiped down before and afterwards.	L	Tutors can opt to wear gloves	EMS staff and Tutors - ongoing
Surface transmission of COVID-19	Tutors using school IT & audio equipment	Use of these should be avoided but where that is not possible, any school computer/laptop keyboard/equipment to be wiped down before and after use.	L	Tutors can opt to wear gloves	EMS staff and Tutors - ongoing
Surface transmission of COVID-19	Everyone	Staff/Tutors should avoid touching pupils' instruments during the session – tuning of string instruments should be carried out by pupils wherever possible. Where help is required, staff/tutors should clean their hands both before and afterwards. Pupils should not touch each other's instrument/equipment.	L	Tutors can opt to wear gloves	Everyone - ongoing
Airborne transmission of COVID-19	Everyone	As much ventilation should be allowed as possible through the opening of doors/windows and by allowing ventilation breaks within rehearsals longer than 1 hour. At least 15 minutes ventilation time to be allowed between rehearsals involving different groups.	L		EMS staff and Tutors - ongoing
Airborne transmission of COVID-19	Ensembles including woodwind and brass instruments	Wind and brass pupils should be staggered within the space if in multiple rows so not positioned directly in front of each other, should not be facing each other and should be at least 1m apart.	M		EMS staff and Tutors - ongoing

Airborne/surface transmission of COVID-19	Tutors who are extremely clinically vulnerable (CEV), or live with a household member who is extremely vulnerable	From April 1 st 2021 the Government have paused the shielding measures and tutors who are CEV are therefore able to return to working in schools.	M	Any tutors who are still independently advised by their doctor to shield beyond 1 st April should contact the Head of EMS to discuss this further.	EMS/ Tutors - ongoing
<p>Tutors who have higher risk factors to Covid-19 such as:</p> <ul style="list-style-type: none"> • Shielding staff • Clinically vulnerable (over 70 or underlying health conditions) • Pregnant • BAME • Carer for a vulnerable person • Men over 40 	<p>Tutors with protected characteristics</p> <p>Emerging evidence suggests that alongside underlying health conditions, there are key demographic factors that can affect people's vulnerability or is a 'risk factor' in relation to COVID-19.</p> <p>The causes of these increased risk factors are not yet fully understood, and further research is taking place.</p>	<p>Tutors who have concerns about additional risk factors should discuss these concerns with the Head of EMS.</p> <p>Where there is agreement that the risk factors can be mitigated with the existing control measures in the risk assessment to everyone's satisfaction no change is needed. Where however it is clear there is increased risk for a staff member which is not mitigated by the existing control measures support will be provided to make necessary adjustments to further mitigate those risks.</p>	L	Tutors can opt to wear a mask and/or gloves whilst teaching and potentially stand behind a screen.	EMS/EMS Tutors - ongoing
Access for tutors with disabilities	Disability might impact on how tutors can move around the building or use an adjusted workplace	Tutors who have concerns about their ability to access teaching spaces should contact the Head of EMS to discuss this further.	L		EMS/EMS tutors - ongoing
Tutors with COVID-19 symptoms and potentially spreading to staff and others	Everyone	Tutors who become symptomatic whilst attending an EMS out of school setting should inform the Head of EMS or Sean Turpin immediately and follow protocols as requested.	L		EMS tutors - ongoing

		<p>Tutors should not attend an EMS out of school setting if they display any symptoms of COVID-19 and should follow the latest Government guidance on self-isolation. If a tutor is a household contact of someone who becomes symptomatic, the tutor should follow the relevant Government guidance depending on vaccination status:</p> <p>https://www.nhs.uk/conditions/coronavirus-covid-19/self-isolation-and-treatment/when-to-self-isolate-and-what-to-do/</p> <p>Tutors should inform the Head of EMS as soon as possible if they test positive for Covid-19.</p>			
Tutors with COVID-19 symptoms and potentially spreading to staff and others	Everyone	<p>Pupils should not attend if they have any symptoms of Covid, are required to quarantine, have been instructed to self-isolate and/or receive a positive test.</p> <p>Parents should contact the Head of EMS if a pupil tests positive and cease to attend rehearsals until their isolation period ends and they are symptom-free.</p>	L		Everyone - ongoing