

North Tyneside Music Education Hub COVID risk assessment

Date of assessment: 8th September 2020

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Assessor 2: Julie Dorr (NTC School Improvement Advisor)

1. This risk assessment is based on the most recent DfE guidance and national research and may be subject to future updates
2. It is a tool/guide for schools to use to risk assess music in their school. This is to support schools and is not a statutory document. It should be used alongside schools own risk assessments.
3. Schools and music tutors are responsible for ensuring the safety of adults, children and young people in their care.
4. All tutors should provide schools with a personal (non-music specific) risk assessment which addresses the additional risks and mitigations involved in moving from school to school.

More support and information can be found at <https://www.musicmark.org.uk/wp-content/uploads/Guidance-for-Schools.pdf>

What are the Hazards	Who may be harmed and how?	What precautions should be in place	If these precautions cannot be followed is there anything else which can be introduced to ensure task can be carried out safely	Risk Rating (H/M/L)
Spread of COVID-19 during any music lesson	Employees, contractors, pupils, vulnerable groups including elderly, pregnant workers, those with existing underlying health conditions	<p>Where not possible for face to face music lessons to take place they should take place via remote means e.g. Skype, Teams, etc.</p> <p>Tutors will follow the site specific arrangements (including their personal risk assessment) to prevent the spread of COVID-19 and where there are any concerns this will be discussed and remedied between the school and tutor</p>	Should any concerns arise that cannot be agreed, the tutor or school will contact School Improvement service.	To be completed by school/tutor following confirmation of controls in place

	<p>Risk of colleagues becoming infected with Coronavirus.</p> <p>Potential for colleagues to pass on the infection to other colleagues and clients.</p> <p>Risk of fatality in severe cases.</p>	<p>The school (staff, pupils and contractors) will adopt the measures contained within the tutors personal risk assessment and where there are any concerns this will be discussed and remedied between the school and tutor</p> <p>It is expected that pupils and staff will comply with guidance by remaining at least 3m² apart from tutors at all times.</p> <p>The tutor will stand side by side with pupils (while maintaining the social distancing) during the following types of lessons:</p> <p>Upon entry to buildings tutors must wash hands with soap and water for at least 20 seconds and do this regularly prior/following music lessons. Where tutors do not have access to soap and water, alcohol-based hand sanitiser / gel / wipes can be used as an alternative.</p> <p>When using alcohol-based hand sanitiser ensure your hands have fully dried off prior to contact with any potential sources of ignition, included static electricity created by touching metal objects.</p>		
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Pupils will be expected to wash/sanitise hands prior to lessons

If using toilets, tutors should flush with the toilet lid closed. Thoroughly wash hands before and after using the toilet facilities.

Tutors expect schools to have an increased cleaning and disinfection regimes for fixed hand contact surfaces in buildings/sites/kitchens/rest/toilet facilities, door handles, handrails etc to ensure high standards of cleanliness.

Tutors will follow PHE guidance and cover any coughs or sneezes with a tissue (Catch it, Bin it, Kill it) or inside of their elbow, dispose of tissues in the bin and immediately wash/sanitise their hands afterwards. Avoid touching their face with their hands. They would expect that pupils and other staff would follow this rule too

Tutors who are experiencing any of the following symptoms will not attend the lesson:

- A high temperature
- A new continuous cough

		<ul style="list-style-type: none"> • A loss or change to senses of smell/taste <p>Any Tutor who develops symptoms whilst at work should go home immediately and request a test through the NHS Test and Trace service.</p> <p>Where there are confirmed cases of a tutor or pupil contracting Covid-19 as a result of their work activity, this may require reporting under the RIDDOR Regulations and should be reported to the school and the School Improvement Service</p> <p>All tutors are aware of:</p> <ul style="list-style-type: none"> • Risks and symptoms of COVID-19 • Advice regarding Test and Trace and self-isolation of those showing symptoms • Self-isolation for anyone who have recently travelled to the high-risk countries • Handwashing guidance • Ongoing updates monitored by manager and cascaded to staff. 		
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<p>Music specific risks</p>	<p>Employees, contractors, pupils, vulnerable groups including elderly, pregnant workers, those with existing underlying health conditions</p> <p>Risk of colleagues becoming infected with Coronavirus.</p> <p>Potential for colleagues to pass on the infection to other colleagues and clients.</p> <p>Risk of fatality in severe cases.</p>	<p><u>Singing and blown instruments</u> Where weather and space allows, lessons should take place outdoors.</p> <p>Pupils will sing and play blown instruments in their 'bubbles' with 3m² social distancing in place between each other and the teacher. Please note that flutes have 2 air streams and therefore need more distancing (at least 2m from the end and 2m from the mouthpiece) Teacher will always be 3 m away from anyone in the room,</p> <p>Instruments and equipment will not be shared and teachers must not use student instruments even to demonstrate. Disposable gloves should be used when tuning or touching instruments.</p> <p>Music/songs will be taught by rote, memory or projected where possible to avoid handling paper.</p> <p>Large group singing should be kept to short blocks to limit airborne transmission.</p> <p>The largest group size will be decided dependent upon the space available to</p>	<p>Indoor lessons must be in a room with suitable fresh air ventilation (preferably with high ceilings) and where social distancing highlighted in this risk assessment can be maintained</p> <p>Where 3m² social distancing cannot be maintained, the guidance allows:</p> <ul style="list-style-type: none"> • 2 metres for non blown instruments (non negotiable for singing or blown instruments) • Screen protectors can be used which the tutor can stand behind during lessons • Sing quietly or use a microphone but ensure it is cleaned after every use. • Sing using vowels only • Use a disposable cover to hold words and scores and ensure that each pupil has their own copy, pencil etc 	
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		<p>enable the correct distancing in line with this guidance.</p> <p>Recorders must be cleaned after every use (top level of a dishwasher) and must not be stored so that they do not touch.</p> <p><u>Non blown instruments and equipment</u></p> <p>The tutor can stand in front of class when there is no singing/instruments/etc and 2m social distancing can be maintained</p> <p>Indoor lessons must be in a room with suitable fresh air ventilation (preferably with high ceilings) and where social distancing highlighted in this risk assessment can be maintained</p> <p>The following instruments/equipment can be shared in circumstances where they can be given individually, however they must be appropriately cleaned and disinfected prior and following use Only 1 person should use the instrument for the duration of the lesson after which it music be thoroughly sanitised (by the person using the equipment where they are competent do so):</p>	<p>Should any concerns arise that cannot be agreed, the tutor or school will contact School Improvement service.</p>	
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