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| **Risk Assessment** | | | | |
| **Risk Assessment for the activity of** | **Dance classes** | | **Date** | **26/04/2021** |
| **Unit/Faculty/Directorate** | **University of Southampton Contemporary Dance Society** | **Assessor** | **Mina Erten (President)**  **Maja Dobrowolska (Treasurer)** | |
| **Line Manager/Supervisor** |  | **Signed off** | ***M N ERTEN***  ***M DOBROWOLSKA*** | |

| ***PART A*** | | | | | | | | | | |
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| **(1) Risk identification** | | | **(2) Risk assessment** | | | | **(3) Risk management** | | | |
| **Hazard** | **Potential Consequences** | **Who might be harmed**  **(user; those nearby; those in the vicinity; members of the public)** | **Inherent** | | |  | **Residual** | | | **Further controls (use the risk hierarchy)** |
| **Likelihood** | **Impact** | **Score** | **Control measures (use the risk hierarchy)** | **Likelihood** | **Impact** | **Score** |
| COVID-19 Social Distancing | Contraction of COVID 19 | All dancers and teacher | 3 | **3** | **9** | In order to have a safe outdoor class much like other societies we will ensure people mingle in masks and maintain 2-meter distances when dancing. | 1 | **1** | **1** | Committee will ensure members keep distance. Distance markers will be placed within an outdoor grid. People will have no need to get close and being outdoors, this will minimize the risk of COVID-19 contraction to nearly 0. All members will also sign in ahead of time and have 2 negative tests to be able to come. Distance will be ensured the entirety of the time. |
| COVID-19 Teaching - Health and Safety Adjustments | Due to the nature of dance classes, for the health and safety of dancers a professional teacher is key, and risks may be subject if absent | All dancers | 3 | 3 | 9 | Our teacher will also follow rules to ensure distancing is maintained and no physical contact is subject during the activity. | 1 | 1 | 1 | This instructor as well will be briefed on all guidelines and safety procedures for COVID and all teaching will be completed under this framework. The instructor as well will be asked to wear the correct protective wear, such as a mask or face shield, or both (whatever SUSU approves). |
| COVID-19 Hazards | Potential risk for those involved in the activity | All dancers | 3 | 3 | 9 | All government guidelines for outdoor team sports will be followed. | 1 | 1 | 1 |  |
| Nature of site | People may trip, fall, or slip, due to generally slippery flooring or due to trip hazards | All dancers | **2** | **2** | **4** | All students will be asked to wear sneakers when dancing and no choreography will involve hazardous movements – such as spins or turns. No dancing will include any form of person-on-person contact. | **1** | **1** | **1** | Make students aware at the beginning of class of trip hazards and ask them to be minimised |
| Physical exertion/injury in class | Could lead to some pain or in serious cases a pulled muscle | All dancers | **2** | **2** | **4** | Ensure that students can work at their own level to reduce injury, and always include a warm-up | **1** | **2** | **2** | Ask that students recently injured take the necessary rest time to ensure they heal fully and do not put themselves at risk |
| Exhaustion | Could lead to an increased likelihood of injury, or when hot fainting | All dancer | 2 | 1 | 2 | Make dancers aware of nearby water supply, and ensure that no dancer feels obligated to over-exert them self | 1 | 1 | 1 | If a student appears exhausted, be pro-active in asking them to sit out to eliminate the risk of further exhaustion or other consequences. All dancers will be asked to come wearing the correct gear, clothing for temperature and with water. |
| Security | Material could be damaged by dancers, or potentially stolen | All dancers | 1 | 2 | 2 | Make dancers aware that we cannot be responsible for the security of their belongings | 1 | 1 | 1 | Belongings will be placed in a designated spot and watched over by a committee member. |

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| ***PART B – Action Plan*** | | | | | | | |
| **Risk Assessment Action Plan** | | | | | | | |
| **Part no.** | **Action to be taken, incl. Cost** | **By whom** | **Target date** | | **Review date** | **Outcome at review date** | |
| 1 | Ensure that dance committees are made aware of fire procedures | Mina Erten | 01/10/2020 | | 1/10/2020 | Satisfactory. | |
| 2 | Ensure all SUSU and government rules regarding COVID-19 are followed at all times | Mina Erten | 01/10/2020 | | 1/10/2020 | Satisfactory. | |
| 1 | Ensure that dance committees are made aware of fire procedures | Mina Erten | 07/02/2021 | | 07/02/2021 | Satisfactory. | |
| 2 | Ensure all SUSU and government rules regarding COVID-19 are followed at all times | Mina Erten | 07/02/2021 | | 07/02/2021 | Satisfactory. | |
| 1 | Ensure that dance committees are made aware of fire procedures | Mina Erten | 28/03/2021 | | 28/03/2021 | Satisfactory. | |
| 2 | Ensure all SUSU and government rules regarding COVID-19 are followed at all times | Mina Erten | 28/03/2021 | | 28/03/2021 | Satisfactory. | |
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| Responsible manager’s signature: M N ERTEN | | | | | Responsible manager’s signature: M DOBROWOLSKA | | |
| Print name: Mina ERTEN | | | | Date: 26.04.2021 | Print name: Maja DOBROWOLSKA | | Date: 26.04.2021 |

**Assessment Guidance**

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| 1. Eliminate | Remove the hazard wherever possible which negates the need for further controls | If this is not possible then explain why |  |
| 1. Substitute | Replace the hazard with one less hazardous | If not possible then explain why |
| 1. Physical controls | Examples: enclosure, fume cupboard, glove box | Likely to still require admin controls as well |
| 1. Admin controls | Examples: training, supervision, signage |  |
| 1. Personal protection | Examples: respirators, safety specs, gloves | Last resort as it only protects the individual |

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| **LIKELIHOOD** | 5 | 5 | 10 | 15 | 20 | 25 |
| 4 | 4 | 8 | 12 | 16 | 20 |
| 3 | 3 | 6 | 9 | 12 | 15 |
| 2 | 2 | 4 | 6 | 8 | 10 |
| 1 | 1 | 2 | 3 | 4 | 5 |
|  | | 1 | 2 | 3 | 4 | 5 |
| **IMPACT** | | | | |

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| Impact | | | | Health & Safety |
| 1 | | | Trivial - insignificant | Very minor injuries e.g. slight bruising |
| 2 | | | Minor | Injuries or illness e.g. small cut or abrasion which require basic first aid treatment even in self-administered. |
| 3 | | | Moderate | Injuries or illness e.g. strain or sprain requiring first aid or medical support. |
| 4 | | | Major | Injuries or illness e.g. broken bone requiring medical support >24 hours and time off work >4 weeks. |
| 5 | Severe – extremely significant | Fatality or multiple serious injuries or illness requiring hospital admission or significant time off work. |

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| Likelihood | |
| 1 | Rare e.g. 1 in 100,000 chance or higher |
| 2 | Unlikely e.g. 1 in 10,000 chance or higher |
| 3 | Possible e.g. 1 in 1,000 chance or higher |
| 4 | Likely e.g. 1 in 100 chance or higher |
| 5 | Very Likely e.g. 1 in 10 chance or higher |

Risk process

1. Identify the impact and likelihood using the tables above.
2. Identify the risk rating by multiplying the Impact by the likelihood using the coloured matrix.
3. If the risk is amber or red – identify control measures to reduce the risk to as low as is reasonably practicable.
4. If the residual risk is green, additional controls are not necessary.
5. If the residual risk is amber the activity can continue but you must identify and implement further controls to reduce the risk to as low as reasonably practicable.
6. If the residual risk is red do not continue with the activity until additional controls have been implemented and the risk is reduced.
7. Control measures should follow the risk hierarchy, where appropriate as per the pyramid above.
8. The cost of implementing control measures can be taken into account but should be proportional to the risk i.e. a control to reduce low risk may not need to be carried out if the cost is high but a control to manage high risk means that even at high cost the control would be necessary.