

Risk Assessment			
Risk Assessment for the activity of	Ballet classes and socials		Date 29.08.2024
Unit/Faculty/Directorate	Ballet Society	Assessor	Christie Boocock (President) Emily Kay Penney (Vice President)
Line Manager/Supervisor		Signed off	C. Boocock E. Penney

PART A										
(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			Control measures (use the risk hierarchy)	Residual			Further controls (use the risk hierarchy)
			Likelihood	Impact	Score		Likelihood	Impact	Score	
Nature of site	People may trip, fall, or slip, due to generally slippery flooring or due to trip hazards	All those in the MPS	2	2	4	Encourage those not dancing to wear appropriate footwear, ensure that trip hazards are identified and removed.	1	2	2	Make students aware at the beginning of class of trip hazards and ask them to be minimised.

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Physical exertion/injury in class	Could lead to some pain or in serious cases a sprain or pulled muscle.	All those dancing in the MPS	2	3	6	Ensure that students can work at their own level to reduce injury and make them aware of correct technique to avoid injury. We will always include a warmup.	1	3	3	Ask that students recently injured take the necessary rest time to ensure they heal fully and do not put themselves at risk.	
Falling whilst dancing	Falling could lead to bruising on the hard floor.	All those dancing in the MPS	3	1	3	Maintain split ability classes to ensure students are not pushed beyond what is safe for them.	2	1	2	If someone appears at risk of slipping due to slippery footwear, ask them to change and dance in more suitable/safe clothing.	
Injury while learning new skills.	Falls or strained joints and muscles can occur when attempting new dance moves.	All those dancing in the MPS	2	2	4	Ensure the level of skill needed for new dance moves matches that of the class and dancers in attendance.	1	2	2	Safely guide students through new steps which will only be attempted after careful explanation.	
Fire alarm	People may panic, collide, or trip as they aim to leave the building. They may also get lost.	All those in the MPS	1	1	1	Make sure that everyone attending is aware of where the fire exits are, and where the assembly point is.	1	1	1	Check regularly if there are any scheduled fire alarm tests.	

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Exhaustion	Could lead to an increased likelihood of injury or, when hot, fainting.	All those dancing in the MPS	2	1	2	Make dancers aware of nearby water supply and ensure that no dancer feels obligated to over-exert themselves.	1	1	1	If a student appears exhausted, be pro-active in asking them to sit out to eliminate risk of further exhaustion or other consequences.	
Security	Material could be damaged by dancers, or potentially stolen. Strangers may gain access to the MPS during classes.	All those in the MPS	1	2	2	Ensure only committee members and teacher are aware of the code to MPS and ensure other entrances are closed during class time. Encourage people not to bring valuables to class.	1	2	2	Make dancers aware that we cannot be responsible for the security of their belongings	
Manual handling of barres during set up and packing away	Could cause strain on the body or could be dropped onto feet causing bruising or grazing.	Ballet students, committee and ballet teacher	2	2	4	Train committee members. Limit carrying barres to Ballet Committee members who are practised in handling them.	1	2	2		

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Drinking at socials	People could drink more than they should and be at risk of injuring themselves or others. People might find themselves in unsafe situations following the social if they are drunk.	Individual	2	3	6	Do not encourage individuals to drink more than they would like or should. Nobody has to drink if they do not want to. One committee member per social will remain sober to ensure correct behaviour.	1	3	3	We will ensure everyone has a safe way home and make people aware of the last buses etc.	

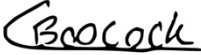

PART B – Action Plan

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 committee members are made aware of fire procedures.	Christie Boocock	01.10.24	15.10.24	

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2	Make sure committee members assemble the ballet barres correctly and safely, without straining the back or other body parts.	Christie Boocock	01.10.24	15.10.24	
3	Ensure at least one committee member has basic first aid knowledge, to respond accordingly if an injury occurs during class.	Christie Boocock	01.10.24	15.10.24	
Responsible manager's signature: 				Responsible manager's signature: 	
Print name: CHRISTIE BOOCOCK			Date: 15.08.24	Print name: Emily Kay Penney Date: 29/08/24	

Assessment Guidance

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

	5	10	15	20	25
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

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.

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.