

HAZARD	WHO IS AT RISK	CONTROLS IN PLACE
Infection and spreading of Coronavirus	People at Gt Linford Memorial Hall and their contacts	<p>All government directives and guidance will be implemented and communicated to all relevant parties.</p> <p>There will be regular monitoring for new or changing instructions and advice which are to be implemented.</p>
Contact with someone contagious with coronavirus	Staff <ul style="list-style-type: none"> • Pupils • Parents 	<p>All pupils, parents and staff will be told not to attend CentreStage TSMK if they or anyone they live with is experiencing coronavirus symptoms, and instead follow official self-isolation guidance. Regular reminders will be given about this.</p> <p>Anyone self-isolating with symptoms will be encouraged to access testing.</p> <p>If a symptomatic person comes to class, they will be sent home immediately or isolated in a location communicated to all staff until they can be picked up, if their parent is not waiting.</p> <p>999 will be called if they are seriously ill or their life is at risk.</p> <p>The Memorial Hall manager will be informed immediately.</p>
Contact with coronavirus when arriving at CentreStage TSMK classes		<p>Parents will be told the following via email and messages:</p> <p>To minimise adult-to-adult contact:</p> <ul style="list-style-type: none"> • Parent/carers WILL NOT be allowed to enter the hall building and, if they drive, will be asked to remain in their cars or in the car park area during class-time. The only exceptions to this will be parents with children in the Baby Ballerinas classes and any new children trialling ballet classes. Parents will be asked to line up in a socially distanced manner outside the side fire-exit door which is to the right of the front entrance. Children will be admitted to the hall a few minutes before the start of class and if needed, a member of staff will help each child to change their shoes. • Pupils must arrive at class already dressed, but with something warm over the top of leotards, if needed, esp if it's cold outside. Each child will be allowed to bring in their ballet bag, containing ballet shoes, a small bottle of water, tissues and hand sanitiser. Grade 1&2 pupils should also have their character skirt and shoes in their bag. • After each class if needed, children will be helped back into their outdoor shoes and coats and released back to their parents via the front door. When collecting their children, parents will be directed to line up in a socially distanced manner along the front of the building. • Parents of children trying out ballet for the first time will be allowed to enter the building wearing a face mask on the day of their child's trial class to help settle their child. After an initial period, they will be asked to leave the building until the lesson finishes when they will collect their child from the front entrance along with the other parents.

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Spreading infection due to touch, sneezing and coughing	<ul style="list-style-type: none"> • Staff Pupils 	<p>Handwashing and sanitising facilities will be provided. In addition to what is available in the hall, CentreStage TSMK will provide hand sanitisers at both the entrance and exit.</p> <p>Whilst at CentreStage everyone will:</p> <ul style="list-style-type: none"> • Use alcohol-based hand sanitiser to cover all parts of their hands upon arrival or wash their hands with soap and water for 20 seconds and dry thoroughly using NHS guidelines. Children will also sanitise after sneezing, coughing, using props and before they leave the hall. • Be encouraged not to touch their mouth, eyes and nose. This message is included in the parental information and will be repeated at the start of each session by the member of staff. • Use a tissue or elbow to cough or sneeze and use bins for tissue waste. <p>Supplies of hand sanitiser will be topped up regularly and monitored to make sure they're not close to running out.</p>

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Spreading infection due to excessive contact between parents, pupils and staff.	<ul style="list-style-type: none"> • Staff • Pupils • Parents 	<p>Pupils will be kept in class bubbles for teaching.</p> <p>Temporary markers will be used on the floor to encourage pupils to maintain their distance from each other.</p> <p>Class bubbles will be kept separate within the building at all times.</p> <p>The class timetable has been adjusted to allow for staggered drop off and pick up times.</p> <p>Pupils will be supervised at all times to ensure mixing between groups doesn't occur.</p> <p>One-way circulation will be used to keep bubbles apart.</p> <p>Toilet use will be managed and with a maximum of two students allowed in at a time.</p>
Spreading infection due to the school environment		<p>The hall will be well ventilated at all times to reduce the effect of aerosol transmission and doors will be left propped open to avoid transmission on door handles, where fire safety and safeguarding won't be compromised.</p> <p>Bins will be provided in classrooms and other key locations to dispose of tissues and any other waste.</p>
Individuals vulnerable to serious infection coming into school		<p>For staff with concerns about coming into the school environment, there will be a risk assessment/discussion to identify the most reasonable approach for the individual taking into account government guidance.</p> <p>Similarly, with pupils, government instructions and guidance will be applied to any decisions.</p> <p>Non-essential visitors will not be allowed to enter the building.</p>