



Name of group/activity	Ebbsfleet Musical Youth
Activity	Youth Keyboard Group

Risk Assessment (Example)

Risk	Action taken to reduce the risk	Comments/updates/further information
Physical contact	<p>Pupils and facilitators should ensure that there is no physical contact, either intentional or accidental:</p> <p>Facilitator should not in any circumstance touch a student to correct posture/hand position on keyboard/fingering etc .</p> <p>Facilitator should demonstrate on their own keyboard, not the students keyboard. If they do need to approach the Student, the facilitator should make sure that the student is right out of the way before they approach the instrument (and also wipe keyboard down with an anti-bacterial wipe before and after touching it).</p>	Facilitators will not have personal contact details of students. This will be held by EMY, and contact will be via either the lead facilitator as and when required.
Physical contact between facilitator and students	Each student should have their own keyboard. If one is unavailable, due to an unexpected situation (such as a keyboard breaking), the facilitator should find another way to finish the session, such as using a virtual keyboard.	A suitable replacement keyboard should be found before the next session.
Trips and falls	All wires, extension chords will be taped down or place to the side where there is less access to walk. All tables will be positioned with adequate access to move around freely.	Session will not be oversubscribed to ensure adequate free movement.

COVID RISK		
Close contact between tutor and pupil	<p>Facilitator should enter room first, and disinfect their musical instruments and the tables and chairs. They should then set up the keyboards, ensuring disinfectant wipes and hand sanitiser is available for students on entry.</p> <p>Lessons to take place in a sufficiently sized room.</p> <p>Keyboards should be adequately spaced, ensuring students following any government guidelines on social distancing that are in place.</p>	All windows to be open
Risk of contagion from shared musical instruments, surfaces	<p>Students to wash hands before starting lessons and at the end of lessons, and wipe their own keyboard and space down with disinfectant wipes supplied.</p> <p>Tutor to bring additional keyboard and not share instrument with students.</p> <p>Tutor to use hand gel before and after each lesson</p>	Keyboards, seat and table tops to be cleaned with disinfectant following each lesson.
Personal Protection	<p>Hand gel is supplied in the teaching rooms, and should be used as often as required. Additionally, the facilitator can choose to wear a face covering and/or a visor (supplied if requested).</p> <p>In all of this it is the facilitators own responsibility to make sure that they feel safe and comfortable and if they deem that they need other measures to be put in place then they are welcome to do so, within the parameters of the lesson.</p>	
Use of a community space, with multiple groups having use of space.	<p>Door handles to be cleaned regularly.</p> <p>Sole use of room for duration of classes.</p>	

Date Completed: 19/10/2021

Name of Assessor/Person Responsible: Jane Smith