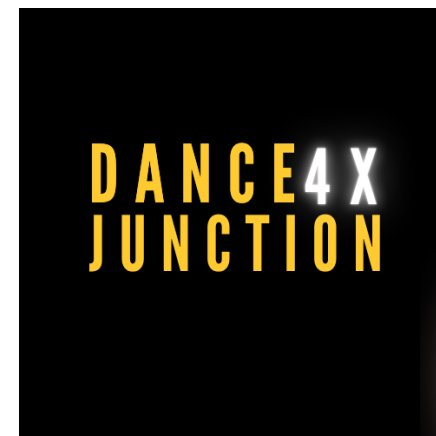


# RISK ASSESSMENT



**Name of School:** Dance Junction

**Name of Principal/Owner:** Ashia Anderson

**Postcode of Registered Address:** CV9 1ES

**Disciplines Offered:** Street Dance, Commercial and Private Dance Lessons

**Intended Start Date (based on continuing guidance):** Friday 4<sup>th</sup> October 2024

**Ages Attending:** 6-10 yrs, 11-16yrs

Risk Assessment generated on Monday 19<sup>th</sup> August 2024. Risk Assessment implemented by Ashia Anderson.

## Statement of general policy and arrangements for Dance Junction

We will actively maintain and promote good health and safety procedures and will:

- Maintain safe and healthy work conditions
- Provide adequate control of the health and safety risks at our school
- Be open to comments and suggestions from our employees, students and their parents on matters relating to health and safety
- Provide information, instruction and supervision for employees and students and make them aware of this policy
- Ensure all employees are capable of doing their tasks, hold any required qualifications, and that they receive adequate training
- Record any harm or injuries that occur in an Accident Book and make changes where required to avoid similar incidents in the future
- Regularly review and update this policy.

Ashia Anderson has overall responsibility for health and safety.

A Health & Safety Law poster is available in the teacher's file.

A First Aid box is located under the teacher's table

An Accident Book is located under the teacher's table In the case of an emergency or serious injury, please contact the emergency services on 999 or 112

This policy was last reviewed on Monday 19<sup>th</sup> August 2024

Name of Manager/Owner: Ashia Anderson

Signed:

A handwritten signature in black ink, appearing to read 'A Anderson', is written over a light grey rectangular background.

<b>Class:</b>		<b>Location:</b>	
<b>Teacher involved:</b>		<b>Date of activity :</b>	

<b>Hazard</b>	<b>Who might be harmed and how?</b>	<b>Controls in place</b>		<b>By whom?</b>	
Slips and trips	Staff, Students	Bottled water only in the dance area. Restrict dance area to flat, level surfaces. Remove furniture and identify hazards where possible. Ensure all bags and clothing are set aside from the dance space. Securely tape down any loose cables.	Monitor throughout activity. Adapt size/area of space used if required. Ask students to return belongings if accessed during the session.	Teachers	Monitor throughout
General injury	Teachers, Students	Ensure appropriate warm-up is practised prior to all practical activity and maintained if necessary. Monitor ability throughout. Plan all movement activity in advance of session and consider any potential hazards involved, especially with contact and floor-based movement. Explain and model safe practice throughout.	Continually monitor activity. Stop specific movement if required	Teachers	Monitor throughout
Injury due to	Teachers, Students	Ensure spaces are of an	Adapt movement if space	Teachers	Monitor

space		appropriate size for number of students and activity undertaken, with enough flat surfaces to move freely on.	becomes unsuitable or move to back up location.	& Students	throughout
Injury to self and others	Teachers, Students	Students to discuss expectations and respect of others. Set guidelines for any contact work.	Restrict or adapt movement where necessary.	Students	Monitor throughout
Props/Costumes	Students	All props/costumes to be considered in advance and rehearsed with. Students briefed on safe use by Teacher.	Stop using if the prop/costume restricts movement or poses injury.	Teachers	Monitor throughout
Hazard	Who might be harmed and how?	Controls in place?	Further action if required Action required	By whom?	When?
Dehydration/ Exhaustion	Students	Students to have regular breaks throughout the session. Length of sessions to planned based on students' age/needs. Encourage all students to bring water/ or provide access to water where possible. Monitor temperature of rehearsal space if possible and adapt physical exertion level of movement accordingly. In cold environments, access the space prior to the start of the session and turn on radiators/heaters.	Monitor ongoing use of heaters if used. Identify hazard to students. Only teachers/site staff to use the equipment.	Teachers	Monitor throughout
Welfare of	Teacher, Students	Students to have access to toilets	N/A	N/A	

Participants		and regular breaks.			
Travelling to and from sites/spaces	Teacher, Students	If travelling between venues during the activity, everyone to move as a group, crossing roads in a safe manner (at designated crossings if possible). Teacher to keep register and count dancers in and out. Students responsible for own travel to and from start/end venue.	N/A	N/A	
Lack of support	Teachers, Students	For activities involving participants under 18, appropriate number of adults in attendance at all sessions in accordance with current ratio guidelines	Plan teacher support if needed.	Teachers	Prior to sessions
Permissions	Students	All parents/guardians to sign photo/film consent forms and Participant Consent Forms prior to activity and artists to follow permissions as advised. Under 18's to have completed an emergency contact/medical form where appropriate.	Teacher to hold emergency contact and medical details at all times	Teachers	Monitor throughout
Cyber Bullying and Grooming	Students	Only teachers (with permission) to take photos/films of participants during sessions. Photographs and films only to be taken and shared with Parental Consent and in line with Photographic Consent & Child Protection Policy. Teacher to monitor any potential bullying behaviour and complete Incident	Teachers to explain Photographic Consent policy to students/parents and guardians.	N/A	N/A

		Reporting Form where appropriate, with relevant ongoing reporting if applicable, in line with organisation guidelines.			
Hazard	Who might be harmed and how?	Controls in place	Further action if required Action required	By whom?	When?
Losing a Child	Students	Students not to leave rehearsal space without prior permission. All students to sign in and out with teacher.		N/A	N/A
Fire Evacuation	Teacher, Students	Teacher to be familiar with and follow Fire evacuation procedures at the venue. Take part in regular Fire Safety drills where required by the venue		N/A	N/A
Various Emergencies	Teacher, Students	Teacher to have emergency contact numbers and medical information on hand for all students in case of emergency. Access to First Aid in the venue. Teacher to call 999 in case of emergency.	Teacher to complete Accident/Incident Reporting Form when events occur and follow up reporting in line with organisation guidelines	Teacher	Monitor throughout

<b>Date of assessment:</b>		<b>Completed by:</b>	
<b>Signed:</b>		<b>Position:</b>	