

# COVID-19 Risk Assessment

**Your company name:** Cantiamo      **Assessment carried out by:** Carolyn Talkes-Nicholls

**Date of next review:** 1 September 2021      **Date assessment was carried out:** 14 September 2020

## About my business

I provide instrumental tuition to individual students. At the date of this assessment I have 23 students. Before the COVID pandemic I taught all students at my home. I have provided lessons online as an alternative to face-to-face teaching. I intend to offer a blend of face-to-face tuition and online tuition, in accordance with the preferences of my students and subject at all times to the advice, guidance or legislation of the UK government.

## How this risk assessment was done

This risk assessment is based on the method and principles of the Health & Safety Executive (HSE)'s COVID-19 risk assessment, including advice about coronavirus and safe working here: <https://www.hse.gov.uk/coronavirus/working-safely/index.htm>. The aim of this risk assessment is to identify how COVID-19 could spread in my teaching environment, and to identify methods to stop the spread of the virus. This assessment reflects any relevant official government guidance for safe working during the pandemic.

I identified hazards by walking around my working space, mapping entry and exit procedures and movement around the building, noting ventilation options within my space, considering instrument and equipment cleaning procedures and whether any items are shared, taking note of additional risks associated with certain musical activities, e.g. singing, and wind instruments, and reflecting on travel and how my students would get to my teaching space. I also considered those who may be considered to be vulnerable who also live in my home, and also what measures to deploy if any COVID symptoms appear in me, my students or other members of my household.

I will update this assessment periodically in light of changes in government guidance or restrictions.

More information on managing risk: [www.hse.gov.uk/simple-health-safety/risk/](http://www.hse.gov.uk/simple-health-safety/risk/)

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	What further action do you need to take to control the risks?	Who needs to carry out the action?	When is the action needed by?	Done
Getting or spreading coronavirus by not washing hands or not washing them adequately	Students Teacher Visitors Vulnerable residents	Clear policy about handwashing Provision of water soap and drying facilities at wash station (teacher and household only) Provision of hand sanitiser	Ensure supply of hand sanitiser. Clean all surfaces student is likely to come into contact with after lesson Communicate handwashing policy clearly and repeatedly	Teacher to supply materials Teacher and student to observe hand washing rules	21/09/20	14/09/20
Getting or spreading coronavirus in common use high traffic areas such as corridors, toilet facilities, entry/exit points, lifts, and other communal areas	Students Teacher Visitors Vulnerable residents	Design route to ensure speedy entrance and exit from lessons and eliminate contact with other household members/parts of the house. Identify: <ul style="list-style-type: none"> <li>- any areas where social distancing cannot be observed</li> <li>- areas and surfaces that are frequently touched but are difficult to clean</li> </ul>	Minimising contact points for student (e.g. teacher will open all doors/ operate light switches etc.). Establish cleaning routines Communicate handwashing policies Provide outdoor waiting space for changeover & cleaning period between lessons. Door or window to be left open during lessons for ventilation. Entrance only via garden entrance. No access to living room or rest of house.	Teacher	21/09/20	14/09/20

Getting or spreading coronavirus from shared instruments and materials	Students & teacher	Eliminated shared instruments where possible. Cleaning any remaining shared instrument adequately between lessons Ensuring handwashing routines followed by all	Limit other materials student can bring to lesson. Student to use own music where possible. Plastic wallets to be used to provide or share music where needed, which will be cleaned before being handed to and from the student. Eliminate sharing as far as possible.	Teacher	21/09/20	14/09/20
Getting or spreading coronavirus through not social distancing	Students & teacher	Identify places where it may not be possible to maintain social distancing Mark floor to show required distance Schedule lessons to minimise risk of overlap between students	Use clear screens to separate teacher and student.  Two metre distance to be maintained between student (and parent) at all times.  Lesson times to be reduced to allow for changeover and cleaning. Students are reminded to arrive at the time of their lesson and not earlier.	Teacher and student	21/09/20	14/09/20
Vulnerable household members exposed to increased transmission risk	Household members	Managing routes through premises to teaching room to minimise risks of contact between vulnerable people and students	Ensure route through premises is observed, other household members know when teaching is taking place. Cleaning any possible contact points or surfaces.	Teacher & household members	21/09/20	14/09/20

Student uses public transport to attend lesson and may introduce infection	Student, teacher and household	Request student attend by means other than public transport and wear face covering as required by Government.	Continue online lessons if non-public transport options unavailable	Teacher & student	21/09/20	14/09/20
Poor ventilation in workspace leads to risks of coronavirus spreading	Students and teacher	Ensure adequate ventilation during and between lessons Identify additional means of ventilating space Ensure sufficient time between lessons to enable cleaning and ventilation of the space	Consider alternating an in-person lesson with an online lesson to allow adequate time for cleaning and ventilation Limit number of people in teaching space at any one time	Teacher	21/09/20	14/09/20
Increased transmission risks from certain musical activities	Students & teacher	Ventilation of teaching space; Social distancing Arrangement of room	Monitor government guidance and research for changes in guidance Offer remote teaching. Consider arrangement of room to minimise face-to-face working. Use clear screens to separate teacher and student	Teacher	21/09/20	14/09/20