



Whippersnappers Risk Assessment for Inclusive Activities

Activity: Baby and Toddler classes College Lodge

Length of activity: 30 minutes

Staff in Charge: Receptionist

Assessment by: Caroline Burghard/ Abi Davey

Assessment date: 2nd Sept 2020

Number of staff: 2

Number of children: 7 - 10

Hazard	Risk	Who May be affected	Risk rating h/m/l	Control measures to be put in place	Further Action to be taken
People passing in corridors/Toilets/communal areas	2 different groups meeting up Between sessions	Children and adults/staff	L	30 minute change over time New class to meet outside building and be signed into building after the previous group has left and the site has been wiped down	Signage to be installed
Toilets	Public and staff not cleaning toilet or changing mats with bacterial	Children/ adults	M	Cleaning materials and paper towel in toilets and reception staff to manage use of toilets	Lock on toilet door and signage installed.

	spray etc			and check toilet has been cleaned after every use.	
Hazard	Risk	Who May be affected	Risk rating h/m/l	Control measures to be put in place	Further Action to be taken
People bringing CV 19 onto premises	People attending with CV19 / bringing in CV19 from outside by touching surfaces	Everyone	M	Everyone to have temperature taken and logged on signing in sheet. Hand gel before entering and then wash hands once entering the building	Receptionist has Thermometer which will be kept in front reception area Families to be emailed the procedure prior to attending - Hand gel before entering then wash hands in toilets on their way into the workshop space
Track and Trace	CV19 case disclosed and not being able to tell general public that they may need to self isolate	Everyone	M	Everyone will pre book their class online so we will have captured their information. Everyone to sign in as they enter the building and to include a contact phone number and email address.	Signing in sheet to be ready for people to fill in on arrival.

Social distancing	Children and adults spread CV 19	Everyone	M	Children and adults sitting in a circle with 2 metres between them whenever possible. If not possible 1 metre minimum but not directly facing one another Mask should be worn by adults when social distancing is not possible. Family members and house bubbles / friends to group together.	Wipe down mats provided for each class and position before the class starts so each adult child has a clearly defined space
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Props and Materials	Sharing props in a music class	Children and adults	M	Children asked to bring their own props and dressing up . Drums and shakers can be shared when necessary but wiped down in between the session. Tutors use props that can easily be wiped down or washed. Tutors don't share props across	Could think about making Whippersnapper wipe down prop bags to give parents with Small drum/ shaker

				different classes each week unless washed.	
Singing	Singing can spread CV19	Children and adults	M	Tutor to stay 2 meters from children and use vizer when needed. Keep volume low shouting and singing loudly spreads particles more.	Tutors to be asked to manage this within the class.
Ventilation	Bad ventilation can spread CV19	Everyone	M	All windows to be kept open plus fire exit. Also double doors and main entrance door if possible so as much air can enter the room	We will trial this out and see whether it is necessary to have double doors and main door open?
Open doors and fire exit	Children escaping through open doors	Children	M	Put mats across the door so small children can not exit and have a receptionist by the main door leading into Fusion	

				reception. Parents/carers will be responsible for their children at all times.	
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