



Covid-19 Risk Assessment

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When undertaking a risk assessment it is usual to assign a score in relation to the likelihood a particular risk will occur.

Currently there continues to be great debate about the transmission of COVID-19, and also conflicting advice and guidance relating to the safety of music lessons.

The consequences of catching COVID-19 also is affected by a variety of factors, including age, race, prior health conditions/vulnerabilities, and therefore it is very challenging to provide a definitive score for a given situation.

It is widely acknowledged that a variety of actions can be implemented to control and minimise the spread of COVID-19. These include the use of face coverings, maintaining the 2 metre social distancing rule, and frequent hand sanitising. MusicFirst NI (MFNI) has taken steps to promote and facilitate the following of this public health guidance, alongside installing Perspex screens in both studios, ensuring good ventilation, and implementing a regular cleaning regime for surfaces and contact points.

With the return to face -to- face teaching for all children and young people in Northern Ireland from, April 12th 2021, MFNI is eager to resume face-to-face teaching. Drawing upon all the mitigating factors that are in place, and continuing to follow all steps outlined in the assessment below, MFNI believes that the positive benefits to the emotional wellbeing and mental health of their students supports the return to face to face teaching.

In completing the risk assessment the following were considered:

- Transmission of COVID-19 via surface transmission.
- Transmission of COVID-19 via aerosol transmission.

All tutors, students, parents and carers have been made aware of the following:

- No one should come to MFNI if they are displaying symptoms of COVID-19 (e.g. high temperature, new, persistent cough, change in or loss of smell). They should follow public health guidance and request a COVID-19 test, and depending on the result, should not return to face to face lessons until a period of self isolation has been completed.
- If a family member or individual, with whom a tutor or student resides, is diagnosed with COVID-19, they should not attend face-to-face lessons. They should seek advice from public health/GP and should not return to MFNI until the require period of self-isolation has been completed.
- Tutors should have access to their own phone/laptop/tablet when at MFNI to enable them to provide online teaching should a student require it due to self-isolating.
- Tutors to ensure that all contact details for students are up to date should track and trace protocols be necessary.
- Face-to-face teaching is recognised as in the best interests of both tutors and students, however a return to online learning, or a blended approach may be required at times throughout the term. This may be a short notice.
- The Northern Ireland lockdown restrictions and COVID-19 guidance is continually changing and being updated. MFNI will continue to monitor and review it's health and safety policies and procedures, in light of any changes made by the local assembly.

Individual Tuition

The table below identifies the potential risks associated with surface/aerosol transmission during individual tuition, the mitigating factors put in place by MFNI, and the responsibilities of students, parents/carers, and tutors, to reduce potential transmission of the disease.

What are the hazards?	Who is at risk?	Control measures – what is currently done to reduce/control the risk?	
Surface transmission of COVID-19	Tutors Students	Upon entering the main MFNI reception area, everyone must sanitise their hands using the sanitiser provided	MFNI will provide facilities to sanitise hands upon entering. Signage is used to prompt and remind both tutors and students to sanitise their hands regularly throughout their time at MFNI. Tutors to sanitise hands before and after each lesson.
Surface transmission of COVID-19	Tutors Students	In addition to bringing their own instrument (where possible) students to bring their own copy of sheet music, pencil etc to be used during lesson. If tutor is required to have a copy, where possible, student to email this in advance.	For those unable to bring their own instruments (e.g. piano, drums), the tutor will be responsible for sanitising the instrument before and after each lesson. This will include cleaning any music stands used during the lesson or surfaces with which the student may have come into contact Adequate time between each lesson will be factored into the timetabling of lessons.
Surface transmission of COVID-19	Tutors Students	Students will be encouraged to use the bathroom before coming to their music lesson, however toilet facilities will be available for students when needed.	MFNI to ensure families are aware that toilet facilities are for the use of students only. Ultimately it will be the responsibility of

		<p>Students must take responsibility for leaving the bathroom in the condition that they found it and to sanitise their hands upon re-entering MFNI.</p> <p>On occasions when parents may be in attendance with their child during a lesson/class, they assume responsibility for accompanying child to the bathroom, and for following public health guidance. They are asked to use antibacterial wipes provided to sanitise contact points and dispose of appropriately.</p> <p>When age appropriate to do so, students should be encouraged to undertake cleaning of surfaces and touch points after using the toilet facilities.</p>	<p>the tutor to ensure the surfaces and contact points are appropriated cleaned after each use and at regular intervals throughout their period of teaching.</p> <p>Date/time of cleaning should be indicated on the cleaning checklist in the main studio.</p>
<p>Surface/Aerosol transmission of COVID-19</p>		<p>Due to the limited space inside MFNI, a maximum of 2 families (4 people made up of 2 parent & child pairs) are permitted in the waiting room at any time.</p> <p>Adhering to the public health guidance of hand sanitising, wearing face covering, and social distancing, will be the responsibility of the</p>	<p>Tutors to clean used section of waiting room after each use.</p> <p>Tutors will make themselves available to discuss any concerns that students, or their parent/carer may have about this.</p> <p>If a tutor needs to speak with a parent/carer about any issues including</p>

		<p>parent/carer at all times. All families/students will be advised of this in advance.</p> <p>Parents/carers should return to the main door of MFNI at the end of their child's lesson, if age appropriate to do so. For older students, arrangements for collection will be discussed and agreed with parent/carer prior to lessons.</p>	<p>normal matters arising as part of music tuition (unless in an emergency or safeguarding situation) this is encouraged to be done via email or telephone.</p>
Aerosol transmission of COVID-19	Tutors Students Visitors	<p>All music lessons will take place in well-ventilated rooms, with the use of open windows and Hepa air filter when appropriate.</p> <p>Singing is only permitted when both parties are separated by a perspex screen.</p> <p>Students are encouraged to dress appropriately e.g. layers, to allow for the opening of windows.</p> <p>Students are asked to follow current public health guidance in relation to wearing face coverings, whilst at MFNI. It is accepted that there may be exceptions to this for medical reasons. It may also not be practical to wear a face covering depending on the musical instrument</p>	<p>Tutors are encouraged to open windows upon arrival at the studio to ensure good ventilation prior to students arriving.</p> <p>Perspex screens are to be utilised in both MFNI studios during face-to-face lessons, protecting both the tutor and the student from airborne transmission.</p> <p>Tutors will utilise face-masks or clear visors, where this does not interfere with their teaching.</p>

		being played.	
Aerosol transmission of COVID-19		<p>Students are to follow public health guidance in relation to social distancing when inside MFNI.</p> <p>Whilst all efforts will be made to ensure adequate spacing between lessons, there may be times when crossover may occur. Students are asked to respect the 2m social distancing guidance should this occur.</p>	<p>Tutors will adhere to the 2 metre social distancing guidance at all times.</p> <p>In the event of a medical emergency or circumstance when a tutor believes the safety or wellbeing of a student is at risk, they may overlook this. However, where possible, other precautions such as face coverings, gloves etc, should be taken.</p>

Group Classes

The table below identifies the potential risks associated with surface/aerosol transmission in group classes, the mitigating factors put in place by MFNI, and the responsibilities of students, parents/carers, and tutors, to reduce potential transmission of the disease.

Previously singing had been prohibited due to the risk of aerosol transmission, and whilst there continues to be a risk, mitigating factors will be put in place. When students are singing in class, this will be done side by side, and social distancing rules will be adhered to. The room will also be well ventilated. Singing is at the heart of most of MFNI's group classes, and we believe that the balance of risk versus the positive benefits to the students have been considered, with steps put in place to enable safe singing in class.

What are the hazards?	Who is at risk?	Control measures – what is currently done to reduce/control the risk?	
Surface transmission of COVID-19	Tutors Students & Parents/Carers	Upon entering the main MFNI reception area, everyone must sanitise their hands using the sanitiser provided	MFNI will provide facilities to sanitise hands upon entering. Signage is used to prompt and remind both tutors and students to sanitise their hands regularly throughout their time at MFNI Tutors to sanitise hands before and after each lesson.
Surface transmission of COVID-19	Tutors Students & Parents/Carer	In addition to bringing their own instrument (where possible) students to bring their own copy of sheet music, crayons etc (where appropriate) to be used during classes. If tutor will email weekly requirements in advance, allowing parents/carers an appropriate amount of time to prepare and pack.	For those unable to bring their own instruments (e.g. unique items, sandblocks, jingle bells, etc), the tutor will be responsible for sanitising the instrument before and after each lesson. This will include cleaning any stools used during the lesson, or surfaces which the student may have come into contact with. Adequate time between each class will be factored into the timetabling of classes.

<p>Surface transmission of COVID-19</p>	<p>Tutors Students & Parents/Carers</p>	<p>Students will be encouraged to use the bathroom before coming to their music lesson, however toilet facilities will be available for students when needed. Students & Parents/Cares must take responsibility for leaving the bathroom in the condition that they found it and to sanitise their hands upon re-entering MFNI.</p> <p>On occasions when parents/carers may be in attendance with their child during a lesson/class, they assume responsibility for accompanying child to the bathroom, and for following public health guidance. They are asked to use antibacterial wipes provided to sanitise contact points and dispose of appropriately.</p> <p>When age appropriate to do so, students should be encouraged to undertake cleaning of surfaces and touch points after using the toilet facilities.</p>	<p>MFNI to ensure families are aware that toilet facilities are for the use of students only.</p> <p>Ultimately it will be the responsibility of the tutor to ensure the surfaces and contact points are appropriated cleaned in between every class.</p> <p>Adequate time between each class will be factored into the timetabling of classes.</p> <p>Date/time of cleaning should be indicated on the cleaning checklist in the main studio.</p>
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<p>Surface/Aerosol transmission of COVID-19</p>	<p>Tutors Students & Parents/Carers</p>	<p>Due to the limited space inside MFNI, students will be expected to come into the studio with only 1 parent/carer & no siblings or other children. If there are specific issues or concerns around this, the student and/or parent/carer should discuss this with their tutor prior to coming for their first class.</p> <p>Where appropriate, children may be brought upstairs to the main door of MFNI, by a parent/carer. Adhering to the public health guidance of hand sanitising, wearing face covering, and social distancing, will be the responsibility of the parent/carer at all times up to this point. All families/students will be advised of this in advance.</p> <p>Parents/carers should return to the main door of MFNI at the end of their child's classes, if age appropriate to do so.</p> <p>For younger students who share class with their parent/carer, social distancing measures will be taking during class</p>	<p>Tutors to remind families that only 1 parents/carer is permitted.</p> <p>Tutors will make themselves available to discuss any concerns that students, or their parent/carer may have about this.</p> <p>If a tutor needs to speak with a parent/carer about any issues (unless in an emergency or safeguarding situation) this will be done via email or telephone.</p> <p>It is the tutor's responsibility to ensure activities are adjusted to ensure social distancing is maintained</p>
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<p>Aerosol transmission of COVID-19</p>	<p>Tutors Students & Parents /Carers</p>	<p>All music classes will take place in well ventilated rooms, with the use of open windows and Hepa air filter.</p> <p>Students encouraged to dress appropriately e.g. layers, to allow for the opening of windows.</p> <p>Students & Parents/ Carers are asked to follow current public health guidance in relation to wearing face coverings, whilst at MFNI. It is accepted that there may be exceptions to this for age or medical reasons. It may also not be practical to wear a face covering depending on the musical instrument being played.</p>	<p>Tutors encouraged to open windows upon arrival at the studio to ensure good ventilation prior to students arriving.</p> <p>Face coverings (clear shields or masks) are to be utilised during face to face classes, protecting both the tutor, student & parent/care from airborne transmission.</p>
<p>Aerosol transmission of COVID-19</p>	<p>Tutors Students & Parents /Carers</p>	<p>Students are to follow public health guidance in relation to social distancing when inside MFNI</p> <p>Whilst all efforts will be made to ensure adequate spacing between classes, there may be times when crossover may occur. Students & Parents/ Carers are asked to respect the 1 meter plus social distancing guidance should this occur.</p>	<p>Where possible, Tutors will adhere to the 1 metre plus social distancing guidance.</p> <p>In the event of a medical emergency or circumstance when a tutor believes the safety or wellbeing of a student is at risk, they may overlook this. However, where possible, other precautions such as face coverings, gloves etc, should be taken.</p>