



PEOPLE DANCING

SAMPLE RISK ASSESSMENT TEMPLATE

Name of group/session.....

Location where session takes place.....

Date 1st risk assessment completed.....20/8/16.....

Review date:.....

What is the hazard?	Who is at risk from the hazard?	On a scale of 1 to 5 where 1 = low level injury and 5 = death, rate the likely consequences of	Mitigating action What is being done, or needs to be done to manage the risk?	Who is responsible for further taking action?	When will the safety precautions be put in place?	Tick when the safety precautions are in place.
Loose floor-covering at entry to building (trips)	Everyone entering the building	1	<ul style="list-style-type: none"> Ask building manager to tape down carpet. Ensure First Aid kit and certificate are kept up to date 	S.Courtney (building manager) J. Redfern (class teacher)	1/9/16 (start of new term)	
Heavy swing door on entry to studio space (trapped fingers, falls)	Children coming to class may get fingers caught or get knocked over when the door swings back.	2	<ul style="list-style-type: none"> Door has a hook – must be held open before and after class. 	J. Redfern (class teacher)	On-going	
Moving ballet barre (weight)	Teacher and teaching assistant	1	<ul style="list-style-type: none"> No children may move barre Ensure that two adults are always available to move the barre. 	J. Redfern (class teacher)	On-going	
Electrical socket in	Girls drying hair after	5	<ul style="list-style-type: none"> Place notice and make 	J. Redfern	1/9/16	

Review date: 1/3/17

girls toilets	class over toilet sink		<p>announcements saying no one must use hair-dryer in toilet area</p> <ul style="list-style-type: none"> Ask building manager to tape up socket point, 	(class teacher) S.Courtney (building manager)	(start of new term)	
High stacks of chairs (weight, unstable storage)	Children taking part in classes	3	<ul style="list-style-type: none"> Place notice saying no more than 4 chairs in any one stack. Ensure teenage participants or teacher stack and unstack chairs 	J. Redfern (class teacher)	On-going	
'Stranger danger' – child leaving with inappropriate adult	Children taking part in classes	5	<ul style="list-style-type: none"> No child allowed to leave building with unknown adult (without prior written consent from parent) Circulate child protection procedures to all parents / carers. Collect all parent / carer phone contact details in case child is not picked up from class on time Teaching assistant meet and greet children and adults on arrival and departure. 	J. Redfern (class teacher)	On-going	
Cyber-bullying / grooming	Children taking part in classes		<ul style="list-style-type: none"> Explain why children and parents are not allowed to film other pupils in lessons. Circulate child protection procedures to all parents / carers. Don't put images on company website without signed parental consent forms. 	J. Redfern (class teacher)	Start of each term	
Heavy amplifier (weight, unstable storage)	Teacher Teaching assistant Pupils	3	<ul style="list-style-type: none"> Get help to place amplifier on stand before the start of term. Place amplifier stand behind solid counter so that children can't run in to it. 	J. Redfern (class teacher)	1/9/16 (start of new term)	

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