

COVENTRY SCHOOL FOUNDATION – Risk Assessment		(Form 2)	
Foundation Area/Foundation School:		King Henry VIII Senior School	
Date of Assessment: 18/08/20		Name of Assessor: Grace Spring	
Location & Subject of Assessment: Use of Drama Studio for Drama lessons			
Review Date:		Other Relevant Information: Undertaken within the sitewide risk assessment for teaching on site.	
Area/Activity Assessed: Drama Studio/ Additional theory classrooms/ Drama			
Summary of significant risks where action is required		Summary of controls to be implemented	
Contamination and infection from covid-19 virus.		<p>Pupils taught in year group bubbles and with social distancing measures in line with government guidance as applicable to our environment.</p> <p>Doors to be wedged open (as per site wide risk assessment).</p> <p>When teaching in large space (Drama Studio), wider social distancing already possible.</p> <p>Floor space taped out to assist students in recognising distances in desk-free spaces.</p> <p>On occasions, theory lessons to be delivered in an alternative classroom – pupils facing away from another or in the same direction. Theory lessons only taught to older students in smaller groups.</p> <p>Social distancing measures in line with government guidance as applicable to our environment:</p> <p>Strong hygiene practices to prevent spread of virus in line with government guidance; handwashing, good respiratory hygiene, frequent cleaning of equipment.</p> <p>Creating a teaching environment which allows for social distancing within the Drama Studio and theory spaces (E6 or ML3).</p>	
Reviewed / Approved by Senior Manager		Senior Manager:	
		Signature: P. Dearden, Headmaster	
		Date: 6 th September 2020	
Date Reviewed			
Reviewer / Signature			

What are the hazards?	Who will be affected?	Risk (possible harm)	Control Measures		Who by?	When?	Can this be achieved? Risk after measures?
			In Place	Action Required (to reduce risk)	Name	Date	
Pupils working too close to each other	Pupils and Teachers	HIGH Infection of many if one person attending is asymptomatic but infectious		<p>Entry and Exit will be through the Fire Exit doors only. Designated waiting zone will be made outside. Pupils must have exited before next groups enters.</p> <p>Drama Studio is a large open space with significant space for students to stand apart.</p> <p>Y11 GCSE students will also be working partially in groups for project work that has been designed around social distancing – so it will be both feasible and academically useful for them to communicate apart. New work for other year groups will be designed in a similar way.</p> <p>In practical lessons (studio based), pupils will be dismissed in working groups. In theory lessons (classroom based), pupils will be dismissed row by row by the teacher. Pupils will be ready to leave on time so they do not crossover with any other class.</p> <p>Taped sections for students provided.</p>	GMS	Sept 20	MEDIUM

Use of technical equipment	Pupils and Teachers	LOW	<p>On entrance to the room, pupils will sanitise their hands using the hand sanitising dispenser on the wall.</p> <p>At the end of the lesson, pupils will sanitise any chairs, rostra or technical equipment they have used in their spaces.</p> <p>At the end of every lesson, the cleaners/ teacher/ TA will wipe down any uncleaned chairs/ rostra/ technical equipment used dependent upon the rota.</p> <p>Pupils to bring their own writing equipment to school and not share with anyone else.</p> <p>Resources such as theatrical masks, puppets, props for these sessions will only be brought out where absolutely necessary and stored in labelled boxes per bubble (in exam cohorts, stored per group). Labels will indicate when a box of props was last used and by which year group to ensure the system works.</p> <p>There will be a time-labelled (last used, who by) quarantine box for props that need to be transferred over to a different group, to ensure they are left for a 72 hour period before being redistributed.</p> <p>We will generally work without them but, where essential for examination purposes,</p>	GMS	Sept 20	LOW
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				<p>they will be kept in named boxes ready for use by these particular students. TA to support the storage and management of these boxes.</p> <p>Technical equipment should usually be operated by the teacher (e.g. lighting board, computer to play music). When it is necessary for students to operate it (e.g. allocated exam class design students), they must wipe down fully before and after use. There will be rules stuck to the lighting desk to remind them of this alongside the general usage rules for the tech desk.</p> <p>Antibacterial wipes should be on the technical desk and used to clean all equipment. Where design students need to use the computer for research purposes, they will also be instructed to use these.</p> <p>Drama TA to support in cleaning checks when students are working in separate groups/ transitions between classes.</p>			
Insufficient hand sanitiser and antibacterial wipes	Pupils and teachers	HIGH		The dispenser and wipes are checked during the day by H&S team and refilled.	Cleaning team and SSOs	Sept 20	LOW
Collaborative and group-work focused	Pupils	LOW		GMS has attended thorough online training from Edexcel about delivering practical work in socially distanced conditions.	GMS	Sept 20	LOW

nature of Drama				<p>Students have been preparing skills for 'remote' style performance throughout previous Spring and Summer term in online lessons. New Y7s will be briefed and current students refreshed on the following:</p> <p>Performance stimuli designed around 2m apart distances – including exploring 'distance' itself as a theme.</p> <p>Shared speech delivered from socially distanced spaces.</p> <p>Split stage for different locations, time zones, states of mind etc.</p> <p>Greek chorus movement techniques: such as cannon, unison or repetition of movements and gestures.</p> <p>Choreographed movement / sequences that are symbolic and demonstrate characters or relationships.</p> <p>Use of mirroring for symbolic or realistic movements and gestures.</p>			
Teacher helping pupils and not remaining	PUPILS AND TEACHERS	MEDIUM		2m social distancing easier to maintain in Drama Studio due to large amount of space.	GMS	Sept 20	LOW

socially distanced				<p>Theory classrooms will only be used for GCSE and A Level groups, where numbers do not exceed 13. Therefore, distance should still be easy to maintain.</p> <p>GMS to communicate with teachers for these rooms (E6 and ML9) to identify any additional procedures on these occasions. TA to leave previous lesson early to help to prepare these rooms if needed.</p>			
Other staff using the rooms		LOW MEDIUM		<p>Drama Studio is occupied by Drama for the majority of the timetable.</p> <p>Other bookings would not require the use of the lighting board or any other specialist equipment.</p> <p>Other classes/ assemblies needing the large space would simply need to follow basic whole-school procedures such as wipes on entry and computer wipe down. Laminated rules will be available just in case.</p>	GMS	Sept 20	LOW