



## COVID-19 RISK ASSESSMENT 2020

At West End Stage Stars we believe the safety of our customers and students is paramount and we will always put the health and safety at the centre of everything we do. With the latest government announcement (09/07/20), guidelines now state that as of **25th July 2020** gyms, **dance studios**, and certain sports **WILL** be permitted to re-open. As a result of the latest announcement West End Stage Stars are eager to welcome our students back to our COVID-safe classes and workshops from summer 2020.

Current Government guidelines state the following;

As of 25th July 2020 gyms, dance studios, and certain sports **WILL** be permitted to re-open.

To add to this the Prime Minister confirmed in his announcement on **23rd June**, providers who run community activities, holiday clubs, after-school clubs, tuition and other out-of-school provision will be able to operate over the summer holiday with safety measures in place. Children will be able to attend settings such as tuition and learning centres, extracurricular clubs (such as ballet classes, gymnastics training, football coaching etc), uniformed youth organisations (such as Scouts and Guides). During the summer holiday period these settings can open to all children, provided they put in place the appropriate protective measures.

### **What businesses are reopening?**

Many businesses and venues are now permitted to reopen and are expected to follow COVID-19 Secure guidelines. These include:

- As of **25th July** Indoor gyms, Swimming pools, **Dance studios** and sports like badminton can recommence.
- Hotels, hostels, bed and breakfast accommodation, holiday apartments or homes, cottages or bungalows, campsites, caravan parks or boarding houses.
- Places of worship.
- Libraries.
- Community centres.
- Restaurants, cafes, workplace canteens, bars, pubs that are self-contained and can be accessed from the outside.
- Hair salons and barbers, including mobile businesses.
- Cinemas.
- **Theatres** and concert halls.
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- Funfairs, theme parks, adventure parks and activities such as go-karting, laser tag and paint balling.
- Outdoor gyms and playgrounds.
- Museums and galleries.



- Bingo halls.
- Outdoor skating rinks.
- Amusement arcades and other Entertainment Centres, such as Snooker halls.
- Model villages.
- Social clubs.
- Indoor attractions at Aquariums, Zoos, Safari Parks, Farms, Wildlife Centres and any place where animals are exhibited to the public as an attraction.
- Indoor and outdoor areas of visitor attractions including, gardens, heritage sites, film studios and landmarks.

Businesses and venues following COVID-19 secure guidelines can host larger groups. This is also the case for events in public outdoor spaces that are organised by businesses, charitable or political organisations, and public bodies, provided they take reasonable steps to mitigate the risk of transmission, in line with COVID-19 Secure guidance and including completion of a risk assessment. Any other gathering in an outdoor space must not be any larger than 30 people.

WESS have carried out a dynamic risk assessment directly relating to COVID-19. WESS aims to mitigate and lower the risk to all persons involved with WESS to create a safe environment for all. All general health and safety practices will be adhered to as per normal.

The Government is continuing to lower the risk to the public and more business are re-opening. WESS will continue to follow the guidelines and advice from the government. Before re-opening at our WESS venues we have carried out risk assessments and will adapt to maximise social distancing and hygiene guidelines. Breach of government guidelines is not a criminal offence, they are guidelines and advice. Breach of the guidelines is subject to enforcement from trading standards, environmental health and health and safety officers.

Current medical evidence suggests persons of younger ages are less likely to become seriously ill with COVID-19 therefore the risk is lower. WESS will monitor the health of all people that attend WESS.

### **What is COVID-19?**

Coronavirus disease (COVID-19) is an infectious disease caused by a newly discovered coronavirus.

Most people infected with the COVID-19 virus will experience mild to moderate respiratory illness and recover without requiring special treatment. Older people, and those with underlying medical problems like cardiovascular disease, diabetes, chronic respiratory disease, and cancer are more likely to develop serious illness.

The best way to prevent and slow down transmission is be well informed about the COVID-19 virus, the disease it causes and how it spreads. Protect yourself and others from



infection by washing your hands or using an alcohol based rub frequently and not touching your face.

The COVID-19 virus spreads primarily through droplets of saliva or discharge from the nose when an infected person coughs or sneezes, so it's important that you also practice respiratory etiquette (for example, by coughing into a flexed elbow).

### What Is The Risk?

| <b>RISK</b>                                | <b>RISK LEVEL (LOW, MEDIUM, HIGH)</b>  | <b>RISK LEVEL ONCE SAFETY MEASURES HAVE BEEN IMPLEMENTED</b>                                  |
|--|--|---|
| Contracting COVID-19                       | Medium to low  | The risk will be lowered and mitigated by the measures listed below reducing the risk to low. |
| Spreading COVID-19                         | Medium to low  | The risk will be lowered and mitigated by the measures listed below reducing the risk to low. |
| Persons non-symptomatic spreading COVID-19 | Medium to low  | The risk will be lowered and mitigated by the measures listed below reducing the risk to low. |
|  | Risk levels have been graded medium to low and not high risk due to WESS venues, staff and students not being subject to direct contact with COVID-19. |   |

WESS plans to implement the following guidelines in order to minimise the risk and spread of COVID-19:

### Social Distancing

- WESS students will remain in their bubbles (Minis, Juniors & Seniors) at all times and be reminded to practise safe social distancing.
- WESS will adopt all government advice and guidelines to minimise the risk of contracting and preventing the spread of COVID-19.
- If necessary staggering entry times to students may take place and taking steps to avoid queues building up in surrounding areas
- Parents/guardians/persons responsible for collection to and from the venue will adhere to the 1 metre+ rule on social distancing
- Parents/guardians/persons responsible for collection to and from the venue will be allowed to drop off 10 minutes before class starts to minimise queuing or persons gathering outside.
- Access to the venue building will be limited to minimise the number of persons from entering. Parents will not be permitted to enter the building unless special



circumstances or an emergency arises and prior approval from WESS Principal is authorised.

- There will be a one way system in place to maximise the social distancing rules. If possible this will be marked out throughout the venue.
- There will be no partner work and contact between persons within the class will be limited and must adhere to the social distancing 1 metre+ rule.
- Throughout the classes students and staff are to adhere to the social distancing rules keeping a 1 metre+ distance apart. If necessary individual areas may be marked out on the floor creating zones which will assist persons with social distancing.
- There will be no indoor live performances until further notice.

### **Food and Drink**

- All students will be required to provide their own water bottles, WESS will not provide any refreshments. Students will be reminded sharing drinks is not permitted.
- All students will be required to provide their own lunch/snacks if required (no nuts permitted) and will be reminded that sharing food items is not permitted.

### **Hand Washing and Hygiene**

- All persons entering will be required to sanitise their hands upon entering the venue.
- Keep hands and face as clean as possible.
- Students are required to continue to adhere to government guidelines around hygiene before, during and after class. When students use the toilet they **MUST** wash their hands thoroughly after before returning to the class.
- WESS will encourage good respiratory hygiene by promoting the “catch it, bin it, kill it” approach.
- No more than 2 persons to go to the toilet at once.
- If the student or person has their own hand sanitiser this is allowed as long as the sanitiser is safe to use in general and the parent guardian approves. Any such person using their own sanitisers are not allowed to lend or let other people use. Hand sanitiser will be provided by WESS and WESS advise that persons use that provided by WESS.
- Rooms will be well-ventilated naturally for example, open windows.
- WESS will after each class sanitise the area and maintain a safe and clean environment throughout. Cleaning frequently touched surfaced more often than usual.

### **Clothing and Bags**



- Clothes should also be washed regularly.
- Upon entering the building it is advised persons change their shoes into a pair that have not been worn outside to help minimise the risk of contamination. The idea is to create a safe sanitised area throughout the venue.
- If possible there will be a de-contamination area when entering where persons are allowed to change clothing/shoes if necessary. This area will also be where persons are to sanitise before leaving this area. This area will be marked with red tape. This is to minimise the potential spread of germs into the rest of the building.
- Students/staff entering the venue are to keep their personal items to a minimum and only bring in the essentials that they need in order to carry out the activity in hand.
- If students or persons entering the building want to wear face masks or protective face wear this will be permitted but up to the individual student and their parent or guardian and not a requirement.

## **COVID-19 Symptoms**

- Track and Trace - All persons entering the venue building will be required to give their details to WESS in order to assist with the government track and trace system. This includes all students, staff, persons collecting students and anyone else that enters the venue. All data collected will be held on a secure system and will adhere to GDPR.
- If any person who attends the venue shows signs and symptoms of COVID -19, or a member of their household or person they have come into contact with has signs of symptoms they are not to enter the building and will be sent home to self isolate adhering to government guidelines (WESS have had no reports of any students/ customers/staff who have contracted COVID-19 or displayed any symptoms)
- No persons, who have been confirmed to currently have COVID-19 will be allowed to enter the venue.
- Persons entering the venue may be subject to a basic thermometer test.
- Vulnerable/shielding persons or those with serious health conditions at a higher risk to contracting COVID-19 are advised to stay away from WESS venues.
- All WESS staff members will be fully aware of new safety measures introduced due to COVID-19. All research and intelligence relating to COVID-19 guidelines in this document have been directly lifted from the .gov website and world health organisation.

