

Coronavirus (Covid-19) Pandemic – Performances and Other Events Risk Assessment V2



Activity:	Christmas & similar performances or events held during Coronavirus (Covid-19) Pandemic		Location:	St Bridget's Catholic Primary School & Nursery
Assessor:	Suzanne Smith	Ref No.:	Distribution:	Staff, Parents, Governors and Website
Date:	09.12.2021	Proposed Review Date:	Next school performance period	Signed: S. Smith

Individuals at Risk School staff, pupils, families/attendees, the people they live with and their other close contacts, vulnerable children (as classified by DfE or LA guidance or school), vulnerable adults, anyone who is Black, Asian, Minority Ethnic (BAME), young/ inexperienced workers, new/ expectant mothers, anyone experiencing ill-health or who has pre-existing medical conditions.

Risks Covid-19 or the novel coronavirus (Covid-19) is a new, highly infectious and serious respiratory illness that can cause death, critical illness, and other serious and potentially long-term health complications we are still learning about. The virus can be transmitted by contact with a bodily fluid containing it, most commonly saliva droplets dispersed into the air (aerosols) through talking, coughing, sneezing, and the performance of some healthcare tasks, which are then breathed in by other people nearby or the droplets land on surfaces that others touch, getting into their body when they then touch their face, especially their own mouth, nose and eyes. This may lead to anxiety and other wellbeing issues amongst staff, pupils and parents. Risks arising from lack of building/equipment maintenance particularly during periods of partial or full closure. The ability to effectively implement fire and other emergency procedures may be compromised due to reduced staff numbers for example.

This Risk Assessment cannot be read in isolation and must be read in conjunction with the setting's more comprehensive Covid-19 Risk Assessment(s) (see KAHSC model [School Operations during Covid-19 Risk Assessment](#)) along with [Schools coronavirus \(COVID-19\) operational guidance](#), [Actions for early years and childcare providers during the COVID-19 pandemic](#), [SEND and specialist settings: additional COVID-19 operational guidance](#) and [Covid-19: Actions for Out of School settings](#) along with the school's existing 'Performances/Stage Use' and 'Fire' Risk Assessment(s) and [Performance/Event Evacuation Plan](#).

The risk assessment must also be read in conjunction with the Cumbria Education Infection Prevention Control (EIPC) team's [Advice for Christmas events in educational settings in Cumbria](#) produced to support educational settings in decision making about events which was adapted from draft guidance developed in Greater Manchester and provided by the Schools Taskforce group in the North West.

National (and Cumbria Public Health guidance) remains unchanged - Educational settings can plan and hold Christmas events such as nativities, carol services and trips. There is no need to cancel events at this time as a result of national Omicron guidance issued on the 29 & 30/11/21. With sufficient mitigation, events should be able to go ahead unless a setting is experiencing an outbreak of Covid-19 in a relevant class/year group or there are local restrictions in the community following public health advice. A risk assessment should be completed **for each event** that details the safety measures to be implemented. Considerations when weighing the balance of benefit and risk associated with an event should include:

- the educational, wellbeing and community benefit of the event;
- the perceived importance of an event within the school and wider community;
- current public health advice in your school and its locality;
- the risk of any cases occurring, resulting in the need to self-isolate for pupils, staff, parents, and others;
- the risk that self-isolation results in staff absence with consequential business continuity challenges and a further loss of face-to-face teaching time.

Risk assessments should be kept under review and updated accordingly if the number of active Covid-19 cases within a setting changes.

Hazards & Associated Risks	Risk Rating	Control Measures What are we doing now?	Notes/Additional Control Measures What more do we need to explain/do?	Residual Risk
The setting is experiencing a high number of Covid-19 cases.	High	<input type="checkbox"/> In line with the national Contingency framework: education and childcare settings , if there is a suspected or confirmed Covid-19 outbreak at our setting, we will contact the local public health team [Cumbrian Schools: EIPC team - EducationIPC@cumbria.gov.uk], who will support us in risk assessing whether or not our event can still safely take place. If the risk assessment shows the event may cause further transmission, the public health team may advise that the event is cancelled.	Refer to the Contingency framework , the KAHSC model Outbreak Management Plan and [Cumbrian Schools]: the CCC Public Health Threshold Actions	

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		<input type="checkbox"/> If the Public Health team identifies a local issue (e.g. spike in community cases, cases linked to Omicron) then they may advise that local events are cancelled. If this happens, they will contact any schools affected directly. <input type="checkbox"/> Special education needs schools and residential schools can also contact the local health protection team for additional advice on 0344 225 0562 (option 0 then option 2).		
Inadequate control measures in place to reduce infection spread	High	<input type="checkbox"/> When planning indoor or outdoor face-to-face performances, sporting or other organised events in front of a live audience, we will follow the latest advice in the COVID-19: Organised events guidance , which provides details of how to manage audiences as well as carry out performing arts safely. <input type="checkbox"/> If an external venue is being used, it is good practice to swap risk assessments, so everyone is aware of who is responsible for which measures. Additional control measures <input type="checkbox"/> Ventilation: We will hold events in large, well-ventilated spaces. Ventilation is particularly important for any activities that encourage greater aerosol transmission e.g., singing and playing wind instruments. This can be natural ventilation (opening windows, doors and vents), mechanical ventilation (fans and ducts), or a combination of both. It is particularly important to keep toilets well-ventilated, as these can be areas of higher risk. <input type="checkbox"/> We will consider using CO ₂ monitors to assess whether there is sufficient ventilation in our venue. If we identify that ventilation is poor, we will take steps to improve fresh air flow. If we cannot increase the supply of fresh air, we will consider whether we can reduce the number of people in our venue. <input type="checkbox"/> Space: We will encourage social distancing e.g. <ul style="list-style-type: none"> - splitting the performance over two nights and allow more space between seating; - staggering entrance and exit times; - arranging seating to avoid unnecessary close contact between groups of children or different households who don't normally mix; - where applicable, we will consider dividing the venue into zones so that attendees can be managed in smaller groups to reduce mixing. This could include using floor markings or temporary barriers and controlling the flow and numbers of attendees in each zone e.g. each group of attendees could use separate entrances/exits, toilets and seating areas. - we will ensure there is at least 2 (if not 3) metres between the children performing at the front and those on the front row; - crowd queue management when entering/exiting the site - using one-way systems for entering and exiting spaces and the use of 'school stewards' to marshal this; - eliminating pinch points where crowding may occur – particularly consider queueing for toilet facilities if these are available to attendees; - advise attendees to leave the venue promptly and not gather in groups; - ensure that any parent(s) waiting to collect their child remain seated until the child is ready; - using a ticketing or booking system to manage numbers. 	<p>Performances will be held in the school hall with all windows open.</p> <p>O2 monitors will be placed in the hall and the readings will be monitored.</p> <p>Two members of a household will attend per child and will be distanced from other families.</p> <p>Clear signage/instructions should be displayed</p>	

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		<p><input type="checkbox"/> Contact tracing: We may need to contact individuals after the event to warn and inform them of contact with positive cases, so we will keep an attendance list and will 'zone' seating, so we have a better idea of who has sat where.</p> <p><input type="checkbox"/> Face coverings: The use of face coverings will be encouraged wherever possible (unless exempt) if the event is indoors, and spaces are likely to be crowded.</p> <p><input type="checkbox"/> Symptoms: We will remind individuals not to attend if they have COVID-19 symptoms (or feel generally unwell/ have other symptoms if advised by the EIPC team).</p> <p><input type="checkbox"/> Testing: In advance of the event we will recommend Lateral Flow testing to attendees where appropriate. <i>Note: that this cannot be enforced/checked on arrival, and is unlikely to be applicable to primary-age pupils.</i></p> <p><input type="checkbox"/> Household contacts of positive cases: We will ask attendees not to come if someone in their household tests positive for Covid-19 within 10 days of the event.</p> <p><input type="checkbox"/> Hands: We will ensure hand sanitiser is available (particularly at entrance/exit doors) and encourage frequent use of hand sanitiser and handwashing.</p> <p><input type="checkbox"/> Cleaning before and after the event: We will pay particular attention to high touch point areas, and clean these regularly (light switches, door handles, toilet areas) and before and after the event.</p> <p><input type="checkbox"/> Transport: Due to the confined nature of transport and proximity of passengers, any transport arranged as part of the event is likely to be high risk:</p> <ul style="list-style-type: none"> - we will encourage the use of face coverings and open windows; - if a coach has non-opening windows, consider stopping every 30 minutes and opening the doors to let fresh air circulate; - we will keep a note of who is sat where. <p><input type="checkbox"/> Communications: We will communicate with event attendees prior to the event to remind them of the Covid-safe measures we would encourage them to take. We will include the following type of message in any communications prior to the event:</p> <p><i>'Please be aware that the safety of our students, staff and wider school community is of the utmost importance to us, therefore we may have to change or cancel the event at short notice if we are advised to do so by public health'.</i></p>	<p>Display the NHS QR code poster. Refer also Maintaining records to support NHS Test & Trace</p> <p>Face coverings will be expected to be worn throughout the performance.</p> <p>Hand sanitiser will be available to use on entry.</p>	

Further Action Required	Date Action Completed	Date RA Reviewed	Significant Changes Y/N	Shared with Staff Date or N/A
<p>This risk assessment must be read and followed in conjunction with other applicable risk assessments for the setting, staff member or pupil, adapted as necessary, and:</p> <ul style="list-style-type: none"> • Schools coronavirus (COVID-19) operational guidance • Actions for early years and childcare providers during the COVID-19 pandemic • SEND and specialist settings: additional COVID-19 operational guidance • Covid-19: Actions for Out of School settings • Stay at home: guidance for households with possible or confirmed Covid-19 infection • Guidance for contacts of people with confirmed coronavirus (COVID-19) infection who do not live with the person • COVID-19: guidance on protecting people defined on medical grounds as extremely vulnerable 				

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<ul style="list-style-type: none"> • Coronavirus: how to stay safe and help prevent the spread • Coronavirus (Covid-19) Getting tested • Use of the NHS COVID-19 app in schools and FE colleges • Maintaining records of staff, customers and visitors to support NHS Test and Trace • COVID-19: cleaning in non-healthcare settings outside the home • Coronavirus Covid-19 safer travel guidance for passengers • Dedicated transport to schools and colleges Covid-19 operational guidance • Use of PPE in education, childcare and children’s social care settings including AGPs • COVID-19: personal protective equipment use for non-aerosol generating procedures • Face coverings: when to wear one, exemptions and how to make your own • HSE: Ventilation & air conditioning during the coronavirus (COVID-19) pandemic • Working safely during coronavirus (Covid-19) • Contingency framework: education and childcare settings • Working safely during COVID-19 in events and attractions including performing arts • Cumbria EIPC: Advice for Christmas events in educational settings in Cumbria • COVID-19 Response: Autumn and Winter plan 2021 				