

Your name:

Teaching room:

What are the hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to manage this risk?	Action by whom?	Action by when?	Done
Working with others	<i>Myself; students;</i>	<i>Considering the teaching room and any potential areas of risk including entering and exiting the room</i>	<i>To carry out my work taking into account the potential hazards & risks and where possible eliminate them or minimise the risk</i>	<i>Myself</i>		
COVID 19 limiting personal exposure	<i>Myself</i>	<i>Maintaining social distancing; no sharing of instruments; wiping down surfaces & music stands; wearing gloves/mask where appropriate.</i>		<i>Myself</i>		
Checking if I show symptoms	<i>Myself</i>	<i>Following the Government & NHS advice</i>		<i>Myself</i>		
Protection when travelling	<i>Myself</i>	<i>Following the Government & NHS advice</i>		<i>Myself</i>		
Maintaining cleanliness	<i>Myself</i>	<i>Carrying sanitiser & suitable wipes for instruments, equipment, surfaces etc; any other necessary protective equipment</i>		<i>Myself</i>		
Cleaning instrument/s	<i>Myself</i>	<i>Carrying instrument boxed, cased or otherwise covered in transit; wiping down before and after playing, emptying any liquids into a capped container</i>		<i>Myself</i>		
Maintaining distancing	<i>Myself & students</i>	<i>Ensuring maintenance of social distancing in teaching area; minimise joint handling of sheet music and explore using phones/tablets etc. if appropriate</i>	<i>Check any signage needed and have a cleanliness regime in place</i>	<i>Myself</i>		

You should review your risk assessment if you think it might no longer be valid for example if there are any significant changes in your work