



Risk Assessment for Nicki Reg Artist and Art Tutor

Hazard / Risk	Who is at risk?	Normal Control Measures (brief description and/or reference to source of information)	Additional Control Measures (take into account of local/individual circumstances)
Spreading and contracting COVID-19	Children and adults	<ul style="list-style-type: none"> • NR to take COVID lateral flow tests twice a week. • Secondary school children should be taking part in COVID lateral flow tests twice a week. • Adults and those children over the age of 11 to wear face coverings during movement and if 1 metre rule cannot be applied. • If adults/children and their families have the following symptoms of COVID-19, they cannot attend any face to face lessons for 14 days: high temperature, persistent cough, loss of taste and/or smell. • If adults/children and their families have been told to self-isolate by the NHS due to Track and Trace, they cannot attend any face to face lessons for 14 days. • If a child/adult comes to a lesson and then contracts COVID-19 then the studio will close, NRs household will be in 14 days of self-isolation and clients will be contacted. • Continually follow government guidelines - close the studio if there are local lockdowns, changes in guidelines or review possible increase in intake if allowed 	<p>Email/put on website - risk assessment to parents/carers Talk to parents/carers and children Don't accept those from vulnerable/at risk households Move lessons to another time if unwell after 14 days without being penalised on payment Contact all clients who have been in the studio – GDPR / Privacy Policy / Safeguarding Policy/ Terms and Conditions / Returning to Art Lessons/Workshop Policy Clients to bring masks</p>
Spreading and contracting COVID-19 in groups	Adults and children	<ul style="list-style-type: none"> • NR to take COVID lateral flow tests twice a week. • Secondary school children should be taking part in COVID lateral flow tests twice a week. 	<p>Talk to parents/carers and children/adults Clients to bring masks Signs/verbal prompts</p>

		<ul style="list-style-type: none"> • Adults and those children over the age of 11 to wear face coverings during movement and if 1 metre rule cannot be applied. • Children and adults in small bubbles, alongside NR • Most lessons will be in school time, the evening and weekends, so if AR has a day off, due to childcare of SR and when AR is home to care for him. • If the parent/carer/client is happy for NRs son SR, to be sat at a 2 metre distance, if childcare is not available, then lessons can happen during the time AR is at work. • Keep the room ventilated when possible, by opening the back door, unless cold or windy...open and close throughout the lesson. • Family members of the NRs household or visitors are not to come into the studio during the lesson, prior to the lesson when it's been disinfected ready for the lesson and after the lesson until it's been disinfected if consent isn't sort from the adult, (unless it's an emergency) or SR is under supervision with NR. • Parents/carers to keep 2 metre distance, picking their children up on the driveway. Parents/carers not to come into the studio. • Leave at least 15 minutes between lessons to allow for cleaning of equipment, room and surfaces, ventilate room and for cross over for dropping off and picking up. 	<p>Have soap, disinfectant, sanitiser, kitchen roll/paper towels, tissues, anti-bacterial wipes, disposable masks, gloves and aprons in the studio.</p> <p>Returning to Art Lessons/Workshop Policy Pay with BACS or Stripe if possible. Limit cash/cheque payments.</p> <p>Bubbles – create bubbles for regular clients.</p> <ul style="list-style-type: none"> • Max. three children/adults from three different households • Max. four children/adults from two different households if there are two siblings from each. • Max. three child/adults from two different households such as a brother and sister from one household and one child from another. <p>The children/adults can have a space between them and face the wall or into the room, rather than face to face.</p> <p>Clients to bring warm clothing due to doors being open, as weather cools.</p>
Cross contamination on tools and equipment	Children and adults	<ul style="list-style-type: none"> • Regularly sanitise and disinfect surfaces, tools and equipment. • Children are allowed to bring art equipment and tools, which can be easily disinfected. No soft toys or unnecessary items to be brought into the studio, unless it's for an art study. • Clients to wear old clothes or bring an apron to wear. Studio aprons won't be used. • Where possible, acrylic paint to be placed on kitchen 	<p>Talk to parents/carers and children/adults</p> <p>Keep stock levels of cloths, kitchen roll, gloves, sanitizer and disinfectant high</p> <p>Empty bins frequently</p> <p>Have a couple of bottles of each coloured paint available, if more than one household is using them.</p> <p>Chart / table with cleaning information</p> <p>Returning to Art Lessons/Workshop Policy</p>

		<p>foil which can be disposed of at the end of the lesson by the clients.</p> <ul style="list-style-type: none"> • If there are different households in the studio, acrylic paint bottles to be handled by the adult only to reduce the risk of cross contamination. • Spray taps after children/adults have used it. • iPad and laptops is only to be used by NR • Record any cleaning with timings and what has been cleaned and who by (NR) • Reduce handling of items • NR to hand equipment out to clients rather than independent free run in the studio. • Wash or sanitise hands for 20 seconds before handing over items, such as paper, canvases etc. 	<p>Art equipment to be left out when used, so it can be cleaned.</p>
Potentially spreading germs to others	Children and adults	<ul style="list-style-type: none"> • Adults and those children over the age of 11 to wear face coverings during movement and if 1 metre rule cannot be applied. • Reduce group size until guidelines change. • Have tissues in the studio. • Handwashing using soap and warm water for 20 seconds on entering and exiting the studio and after sneezing and coughing. Use paper towels / kitchen roll for drying. • Use hand sanitizer regularly. • Remain 2 metres apart in the studio – laying down yellow tape and tables out. • If 2 metres is not possible, then keep 1+ metre apart. • Avoid sitting closely face to face. • Sanitize and disinfect surfaces, tools and equipment • Children can be bring in art equipment and tools • Parents/carers to collect children on the driveway • Adults and children can wear gloves and masks if they wish. If parents/carers want the adult to wear a mask and gloves, please state prior to the lesson. Please note that wash hand for 20 second before putting a face covering on, and after removing it. 	<p>Talk to parents/carers and children/adults Keep stock levels of cloths, kitchen roll, masks, gloves, sanitizer, disinfectant, soap high Empty bins frequently Lay out tables that are safe for the clients to access as well as keeping 2 metre distances Clients to bring masks and gloves if they wish Have posters in the room with reminders of what to do Returning to Art Lessons/Workshop Policy Send anyone home displaying symptoms.</p>

		<ul style="list-style-type: none"> • Avoid touching faces • Make sure PPE is in stock and stored in a clean environment • Disinfecting door handles, doors, chairs, tables, blinds, windows, sink, taps and anything else that is touched • Parents/carers and clients avoiding the touching of door handles and only letting the adult (teacher) to touch it to open and close the door. • Throw items away if unable to disinfect them or quarantine them for 72hrs e.g. paper • Adults/children that have COVID-19 symptoms aren't allowed face to face lesson until 14 days have cleared unless they have had a negative test. • Adults/children that have sickness and diarrhoea have or administered Calpol aren't allowed face to face lessons until they are well. 48hrs after the last episode of sickness and diarrhoea. 	
First aid incidents with cross contamination of germs	Children and adults	<ul style="list-style-type: none"> • If a child or adult needs first aid, full PPE will need to be worn...disposable apron, face mask and gloves • Call parents/carers if children need first aid attention • Clients/parents/carers will need to sign to accident book 	<p>Check first aid kit is in date with adequate equipment</p> <p>Emergency First Aid at Work and Emergency Paediatric First Aid in date March 2022</p> <p>Returning to Art Lessons/Workshop Policy</p>
Cross contamination using the toilet (including sink in the bathroom, hallway, front door and stairs)	Children and adults	<ul style="list-style-type: none"> • Toilet is in NRs house • Try and avoid children and adults using the toilet by: going to the toilet in their own home prior and after the lesson, call parents/carers, avoid having younger children and those with weak bladders for lessons until guidelines are relaxed further. NR only has one toilet in the house and can't guarantee it is cleaned between use during a set of lessons/workshops. • If children/adults are desperate to use the toilet in the home, they wash their hands for 20 seconds prior and after use. Use paper towels/kitchen roll and dispose of in the bin. Clean the bathroom after use before anyone else in the household or clients use it. • The bathroom is always cleaned prior to the lesson 	<p>Talk to parents/carers and children/adults</p> <p>Take to account the age of the children</p> <p>Check the bathroom is cleaned and with paper towels/kitchen roll they can use</p> <p>Safeguarding Policy</p> <p>Returning to Art Lessons/Workshop Policy</p> <p>NR to notify AR and SR if the toilet has been used</p>

		<ul style="list-style-type: none"> • Clean the walls/banister of the stairs, front door and hallway – watch where people touch except the bathroom – Safeguarding Policy 	
Cross contamination with food and drinks	Children and adults	<ul style="list-style-type: none"> • No drinks or food offered during the lesson • No food to be eaten unless it's for a medical need e.g. diabetes • Children/adults to bring own bottles/flasks of drinks 	Talk to parents/carers and children/adults Returning to Art Lessons/Workshop Policy
Hand delivery or pick up of art materials and artwork	Adults and children	<ul style="list-style-type: none"> • Keep social distance of 2 metres • Hand sanitizer in the car and the house • Wash hands for 20 seconds with warm water and soap prior and after delivering at home • Hand sanitize before delivering and after delivery items and materials 	Message the client of delivery time Keep a social distance of 2 metres when delivering Offer both BACS and cash
Posting artwork	Adults	<ul style="list-style-type: none"> • Use UPS or Royal Mail for delivering • Wash hands for 20 seconds with warm water and soap prior and after wrapping parcels / envelopes 	Message the client when it's dispatched Offer BACS/Stripe/nuMonday

Regularly assess the Art Studio, before, during and after every art session. Keep reviewing online guidelines.

Risk assessment updated: 7th March 2021

Re-assess: ongoing due to government guidelines

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