



Mini Maestros in the Community Covid-19 Guidance & Risk Assessment

Introduction

Berkshire Maestros want children to be able to resume to make music face to face however we also have to ensure the safety of both children and young people and staff. This guidance and risk assessment is intended to support out of school settings to ensure we can safely engage in face-to-face learning where appropriate from April 2021. We are delighted that the updated DfE guidance has said that providers who run community activities are now able to open for indoor provision provided that they follow the protective measures set out in the risk assessment below.

This guide presupposes that venues are already complying with:

- Social distancing
- Improved hand hygiene
- Enhanced cleaning of buildings

Guidance – Mini Maestros

The DfE recognise the important role out-of-school settings play in providing enriching activities, giving children the opportunity to socialise with others outside their household and promoting their wellbeing as well as parent's wellbeing.

Group sizing's need to be taken into consideration and to reduce the risk of transmission, we will stick to the following group sizes:

- Age 0 - 5 – groups of up to 15 (excluding parents) assuming the room is large enough

All parents should try to maintain the current social distancing regulations which at the moment is 2m.

All venues have been contacted and rigorously risk-assessed to ensure they are meeting Covid-19 safety measures.

Sufficient time will be given in between sessions to enable thorough cleaning of shared areas. Resources will be quarantined and cleaned after each class and fresh resources handed out.

Additional social distancing mitigations were previously required for singing given concerns that these were potentially higher risk activities when droplet transmission was considered. The Department for Digital, Culture, Media & Sport commissioned further scientific studies to be carried out to develop the scientific evidence on these activities, which has allowed them to reconsider appropriate mitigations.

Children and young people and their parents can now engage in singing, in line with the protective measures outlined in this guidance to mitigate any cumulative risks of aerosol transmission.

We are reducing the length of our sessions in order to maintain well-ventilated spaces and further reduce the risk of transmission; all sessions will therefore be 30 minutes long.

Teachers will not use the following items: stretchy lycra, parachute, bubbles or any instruments blown into

Cleaning Instruments

If instruments are used by more than one person, meticulous cleaning is called for.

Most plastic and wooden percussion instruments used in our Early Years sessions can be sanitised with disinfectant wipes.

Equipment and resources are integral to many types of out-of-school activities. For individual and very frequently used equipment, it is recommended that staff, children and young people have their own items that are not shared.

Good hand hygiene and wiping handling surfaces when changing players controls risks for most percussion instruments.

Guidelines – BM teaching staff

Our teaching staff will all be given refreshed guidance and training at CPD days at the start of the Summer Term. They will be informed of the following expectations surrounding their work in out of school settings:

1. Do not attend a session if you suspect that you (or any of those you live with) may be coming down with Coronavirus symptoms: follow self-isolation procedures. Request a test-kit from <https://www.nhs.uk/ask-for-a-coronavirus-test>.
2. Wash your hands thoroughly on arrival at each venue before going to the teaching room.
3. It is advised that staff wear masks in communal areas such as corridors etc.
4. Ask for the venue's risk assessments for COVID-19; ask about anything you do not understand and abide by the control measures specified i.e. toilet or break provision.
5. Find out what the venue's infection control procedures are; follow them and make use of anything the venue is good enough to provide for your safety.
6. Find out, before you need to know, what to do if you or your students fall ill.
7. If you think that a child may be showing symptoms of Coronavirus, encourage the parent to leave the session and follow the government guidance on getting a test. All other pupils should also go home and quarantine until the result of the test is known.
8. Maintain 2m or more distance from other people at all times, including pupils.

9. If you can control layout and ventilation in the teaching room, set it up to direct airflow away from both you and the pupil(s) but not at the expense of normal safeguarding or health and safety considerations: i.e. do not move heavy furniture.
10. Avoid touching pupils' instruments or belongings. If you require PPE equipment, please contact the Resource Manager at Berkshire Maestros.
11. Wash your hands thoroughly before leaving the venue, preferably as the last thing you do before signing out.

Covid-19 Risk Assessment

Ensemble Rehearsals in Schools

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|---------------------|--------------------|--------------|------------|
| Owner: | Berkshire Maestros | | |
| Version: | 1 | | |
| Date of assessment: | April 2021 | Review date: | April 2022 |

Risk

Covid-19 is an illness that can affect your lungs and airways. It is caused by a virus called Coronavirus. Symptoms can be mild, moderate, severe or fatal.

We are heavily minimising the risk of transmission of the virus, both airborne and surface, by adhering to the Government Education & Performing Arts guidance and have taken the measures outlined in the Risk Assessment below. Government guidance continues to be followed and the risk assessments will be reviewed and updated as and when required in relation to the Governments "Roadmap out of lockdown".

Rapid lateral flow tests help to find cases in people who may have no symptoms but are still infectious and can give the virus to others. All our teaching staff are requested to have regular Covid19 tests prior to face to face teaching. You can order test kits for free via the Government website: <https://www.gov.uk/order-coronavirus-rapid-lateral-flow-tests> Please ensure that you take the Covid19 test every 72 hours (twice a week) and ensure you upload your results within 24 hours on the Government website <https://www.gov.uk/report-covid19-result> Please ensure you keep a copy of the results (text or email from the NHS) and have the results available to show should this be required.

Description of activity

Early Years Music Classes led by Berkshire Maestros teaching staff in community settings across Berkshire.

Control measures

| | Hazard | Who is at risk? | Control measure(s) | Who is responsible? |
|---|-----------------------|-----------------|---|---------------------|
| 1 | Airborne transmission | Everyone | A 2 meter social distance should be adhered to at all times. | Teacher |
| 2 | Airborne transmission | Leader | Parents and children will sit in a semi-circle on designated spots which will be 2 metres apart. The leader will remain 3 metres from parents and children when facing them. | Teacher |
| 3 | Airborne transmission | Everyone | Ventilation is key. Keep the windows open even if you have to wear a coat. Ventilate the room frequently by ensuring sessions are kept to a maximum length of 30 minutes. | Teacher |

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|---|--|----------|--|-------------------|
| 4 | Airborne transmission | Everyone | Keep any background or accompanying music to levels which do not encourage teachers or other performers to raise their voices unduly. Teachers should avoid raising their voice or singing loudly. | Teacher |
| 5 | Airborne transmission | Everyone | Face masks should be worn by adults from the moment they enter the building until they are sat on their designated spot in the session when they can be removed. They will need to be worn in all communal areas such as corridors or toilets. | Parents & Teacher |
| 6 | Airborne transmission | Everyone | Teachers will not use bubbles or instruments that are blown into. | Teacher |
| 7 | Surface transmission | Everyone | Adults to sanitize their hands upon arrival at the venue | Parents & Teacher |
| 8 | Surface transmission via shared instruments or music stands | Everyone | Note: sharing resources is not considered safe. See above for further information on wiping down between students when sharing is necessary. Teachers will not be using lycra or a parachute. | Teacher |
| 9 | Surface transmission via equipment used for playing backing tracks or accompanying | Teacher | Cleaning of PC or CD player for backing track or piano/keyboard. Please see above for advice on cleaning equipment. | Teacher |

Additional control measures

| | Hazard | Who is at risk? | Control measure(s) | Who is responsible? |
|---|--|-----------------|--|---------------------|
| 1 | Airborne transmission | Teacher | The use of masks is advisable to ensure the safety of staff. | Teacher |
| 2 | Airborne transmission (vulnerable teacher) | Teacher | Where BM staff have informed us that they are vulnerable, we will send a replacement teacher. | Berkshire Maestros |
| 3 | Airborne transmission (vulnerable pupils) | Pupil or pupils | Precautionary measures will be taken as per the above however it is at the parent's discretion as to whether they are happy for their child to resume lessons in this manner or would prefer online lessons. | Parent |

Signed:

A handwritten signature in blue ink, appearing to read "D. Wren". The signature is fluid and cursive, with a large initial "D" and a trailing flourish.

Date: April 2021

Name: D. Wren

Position: CEO