**Risk Assessment for Project Elite Dance Academy**

Date of Assessment:11/2/25

Reviewed by: Lucy Chilton

Assessment by: L.Chilton

Next Review Date: 11/2/26

Class Types: Weekly dance classes, including aerial and acrobatics

**1. Introduction**

This risk assessment aims to identify potential hazards and outline control measures for the safe operation of weekly dance classes, including aerial and acrobatics, at Project Elite Dance Academy it is crucial to ensure that all students, staff, and visitors are protected from harm, and that any risks are mitigated to ensure a safe learning environment. This risk assessment also covers safety procedures related to illness, including COVID-19 protocols.

**2. Risk Assessment Process**

This assessment is based on an evaluation of various activities, environments, and equipment associated with the dance school, along with potential risks. Each identified risk will be addressed with corresponding preventive actions to mitigate any harm or injury.

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| Hazard | Risk | Risk Level (Low/Medium/High) | Control Measures | Residual Risk (Low/Medium/High) |
| 1. Slips, Trips, and Falls | Injuries from slipping or tripping in classrooms, corridors, or other areas. | Medium | - Regular cleaning and maintenance of floors. - Ensure floors are dry and clear of obstacles. - Non-slip mats and shoes required in certain classes. - Warning signs for wet floors. | Low |
| 2. Aerial and Acrobatics Injury | Fall or injury from performing aerial or acrobatic moves. | High | - Instructors to be fully trained and certified in aerial and acrobatics techniques. - Use of appropriate safety equipment (e.g., mats, crash pads, harnesses). - Spotters provided during aerial and acrobatic training. - Regular inspection of equipment (hoists, ropes, apparatus). | Medium |
| 3. Equipment Failure | Injury caused by faulty equipment (e.g., rigging, aerial silks, trapeze). | High | - Regular checks and maintenance of all aerial and acrobatic equipment. - All equipment is to be inspected before each class. - Equipment to be replaced if damaged or worn. - Instructors trained to check equipment before use. | Low |
| 4. Illness (COVID-19, Flu, etc.) | Spread of illness, particularly respiratory illnesses such as COVID-19. | High | - Adherence to government and local authority guidelines for COVID-19 prevention. - Students and staff to wear masks as appropriate. - Social distancing measures in place where possible. - Frequent handwashing and use of hand sanitizers. - Enhanced cleaning of high-touch surfaces and equipment. - Staggered class schedules to reduce exposure. - Students/staff displaying symptoms to stay at home and follow isolation protocols. | Low |
| 5. Allergies (Dust, Chemicals) | Respiratory issues or allergic reactions to chemicals used for cleaning or dust in the environment. | Medium | - Use of hypoallergenic, non-toxic cleaning products. - Regular cleaning to reduce dust accumulation. - Ensure proper ventilation in all studios. - Have an allergy register for all students and staff. | Low |
| 6. Overexertion (Fatigue or Dehydration) | Injury or health problems from pushing students too hard during training, dehydration, or fatigue. | Medium | - Warm-up and cool-down exercises required at the start and end of each class. - Frequent water breaks provided during classes. - Encourage students to listen to their bodies and not overexert. - Monitoring of students for signs of fatigue or strain. | Low |
| 7. Fire Safety | Injury or harm from a fire in the building. | Medium | - Fire exits clearly marked and free of obstruction. - Fire extinguishers placed in accessible areas. - Regular fire drills conducted with students and staff. - Fire evacuation plan in place and practiced. | Low |
| 8. Medical Emergencies (Injuries, Seizures, etc.) | Medical incidents like injuries or health conditions during class. | Medium | - Staff trained in first aid and emergency response. - First aid kits easily accessible in each studio. - Emergency contact information for all students and staff. | Low |
| 9. Mental Health | Stress or anxiety caused by physical strain, performance pressure, or other factors. | Medium | - Encourage open communication regarding mental health. - Provide a supportive environment for students to express concerns. - Monitor students for signs of stress or anxiety. - Option for mental health first aid training for staff. | Low |
| 10. Inadequate Supervision | Lack of proper supervision leading to accidents or inappropriate behaviour. | High | - Adequate staff-to-student ratio maintained (1:12 for aerial and acrobatics). - All staff trained in child safeguarding and safety protocols. - Clear communication about behaviour expectations and boundaries. | Low |

**3. Additional Risk Control Measures**

**Staffing and Training**

* **Instructors** must be fully trained and certified in their area of expertise (aerial, acrobatics, general dance).
* **First Aid Training**: At least one staff member with up-to-date first aid training must be present at all times during each class.
* **Safeguarding**: All staff must complete safeguarding training and be aware of the school’s safeguarding policies.
* **Ongoing CPD**: Staff will undergo Continuing Professional Development (CPD) regularly to ensure skills are up-to-date, particularly in health, safety, and risk management.

**COVID-19 and Illness Protocols**

* **Temperature Checks**: If required, temperature checks will be taken at the entrance of the school for staff and students.
* **Self-Isolation**: Staff and students showing symptoms of COVID-19 or any other contagious illness must not attend class and should follow current government guidance on isolation.
* **Face Masks**: Depending on government guidelines, staff and students may be required to wear masks in certain situations (e.g., in shared indoor spaces).
* **Social Distancing**: Where possible, social distancing will be maintained, and class sizes will be adjusted to ensure physical space.
* **Cleaning**: Frequent cleaning of all studios, common areas, and high-touch surfaces will take place between classes.

**Equipment Safety**

* **Aerial Equipment**: Before each class, the aerial equipment (e.g., silks, trapeze, ropes) will be inspected for damage and wear. Any faulty equipment will be immediately removed and replaced.
* **Acrobatic Mats and Spotting**: Spotters must be present for any acrobatic moves requiring assistance. All mats used will be checked for integrity and clean before each session.

**Incident Reporting**

* Any accidents, injuries, or near misses will be documented and reviewed. This ensures that lessons can be learned, and corrective actions can be taken to prevent future incidents.

**4. Emergency Procedures**

In the event of an emergency (e.g., fire, medical incident, equipment failure), the following steps must be taken:

* **Fire**: Evacuate all students and staff immediately to the designated fire assembly point. Ensure that everyone is accounted for.
* **Medical Emergency**: Call for emergency medical assistance. If necessary, administer first aid and remain with the injured party until help arrives.
* **Equipment Failure**: Stop the class immediately and assess the situation. If there is any danger, ensure that students are moved away from the equipment. Remove or repair the faulty equipment before resuming classes.

**5. Conclusion**

This risk assessment is designed to mitigate potential hazards and ensure a safe environment for students, staff, and visitors to the school. Regular monitoring and updating of risk assessments will be carried out to adapt to any changes in circumstances (e.g., health guidelines or new risks). By following these protocols, Project Elite Dance Academy aims to foster a safe, supportive, and secure learning environment for all involved.

**Signed: L.Chilton**  
Lucy Chilton  
Principal, Project Elite Dance Academy  
Date: 11/2/25