

**Company name: South London Mosaic**

**Assessment carried out by: Giulia Manzoni**

**Date assessment was carried out: 1 July 2020**

**Issue Number: 1**

<b>What are the hazards?</b>	<b>Who might be harmed and how?</b>	<b>What are you already doing to control the risks?</b>	<b>What further action do you need to take to control the risks?</b>	<b>Who needs to carry out the action?</b>	<b>Done</b>
<b>As above</b>	<b>As above</b>	Keep physical distance of at least one metres and consider PPE for students. To order extra supplies of PPE. Providing a self make mask table at the front of school. Students encouraged to bring their own mask.		<b>Student and tutor</b>	Ongoing
<b>As above</b>	<b>As above</b>	Students discouraged from using public transport		<b>As above</b>	Ongoing
<b>As above</b>	<b>As above</b>	Everyone arriving at the buildings to wash hands on arrival, on leaving, and if moving between common areas. Use		<b>As above</b>	Ongoing

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	What further action do you need to take to control the risks?	Who needs to carry out the action?	Done
		hand-sanitizer if washing hands is not possible.			
<b>As above</b>	<b>As above</b>	Tools and surfaces are disinfected regularly. Each student uses the same tools throughout the session. Tools are disinfected after use.		<b>As above</b>	Ongoing
<b>As above</b>	<b>As above</b>	Observe 1m physical distancing from anyone not in your household		<b>As above</b>	Ongoing
<b>As above</b>	<b>As above</b>	When in studios open windows and skylights		Tutor	Ongoing
<b>As above</b>	<b>As above</b>	Make sure bins are regularly checked. Wash aprons and kitchen towels after every session.		<b>As above</b>	Ongoing
<b>As above</b>	<b>As above</b>	Ensure physical distancing when in the queue or using a facility and sit with space between other users. Stagger the use of facilities.		Students and Tutor	Ongoing

More information on managing risk: [www.hse.gov.uk/simple-health-safety/risk/](http://www.hse.gov.uk/simple-health-safety/risk/)

<https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19>

<https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/offices-and-contact-centres>

<https://www.hse.gov.uk/news/working-safely-during-coronavirus-outbreak.htm>

<https://www.hse.gov.uk/simple-health-safety/risk/risk-assessment-template-and-examples.htm>

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