

**Mulryan Centre for Dance – Covid-19 Secure Risk Assessment:  
Phase 6a**

*This risk assessment covers Phase 6a of our Return to Work from 11<sup>th</sup> April 2022 – response to government’s easing of restrictions.*

Action/Task/Hazard	Who is at risk and what is the hazard	Existing controls	Further/specific controls	Action Who	Frequency
Return to MCD	All staff members  Staff putting themselves or their household at risk if vulnerable. General concerns.	Office staff have returned to working to MCD and hybrid working is in place.	HR will create support plans where needed for those with individual health issues, risks or concerns.	HR, Artistic, Line Managers	Prior to return to work, support ongoing
Travel to work	All staff members  Enclosed travel space, potential crowding.	Provision of <b>cycle storage</b> within the Mezzanine part of the foyer.  Provision of a Cycle to Work Scheme.  Provision of additional parking spaces to staff where available to allow them to drive to work.	More flexible hours for staff where possible can be agreed with line managers to allow varied start/finish times to miss the busiest travel times on public transport.	All staff members	Daily
Arrival and departure from MCD	All staff members and approved visitors  Crowding, difficulty social distancing	Alcohol gel provided as you enter and leave the building, as well as at key points around the building, including in each studio.  All staff to sign in to reception on arrival each day.  All visitors to MCD [apart from the public foyer] to be planned in advance, reception made aware and to <b>sign in on arrival</b> .	Separate entry and exit doors to the building will be use.  Perspex screens installed on the reception desk.	All staff members and visitors	Daily
Testing		There will no longer be a requirement for staff to show a lateral flow test on arrival at work, however we will make individual lateral flow tests available for those staff who require them.	Any person receiving a positive result will inform their line manager and the Medical Director.		

		<p>Anyone with symptoms to undertake a daily lateral flow test during this period.</p> <p>Anyone with a <b>positive lateral flow</b> test to isolate for 5 days, or until they have had two negative lateral flow tests.</p>	<p>The Medical Director will notify any close contacts of the positive case. We ask that those close contacts stay wary and test daily if symptoms develop.</p>		
Getting around the building / Being at LCI	<p>All staff members</p> <p>Crowding, difficulty social distancing</p>	<p>Windows to be kept open where possible and HVAC system to be at suitable level in all spaces where not.</p> <p>It is no longer mandatory, however we strongly recommend the use of <b>face coverings</b> in the studios and whilst moving around the building. Any contractors, freelancers or back-of-house visitors to be asked to do the same, unless they are exempt.</p>	<p>Multi-surface spray available in each shower to allow for users to clean them before and after each use.</p>	<p>Building Operations, All staff members</p>	<p>Systems installed prior to re-opening. To be maintained ongoing.</p>
Dance	<p>Dancers, coaches and pianists</p> <p>Transmission between dancers</p>	<p>Handwashing remains advised before or upon entering the studio. <b>Alcohol gel</b> is provided in each studio in addition to alcohol wipes for dancers to sanitise their ballet barre or box if required.</p>	<p>Face coverings strongly recommended in studios at all times, except at a small number of pre-agreed times when a dancer is 'on camera' during filming.</p>	<p>Artistic, dancers</p>	<p>Ongoing</p>
Gym	<p>Dancers, Medical staff</p> <p>Transmission of virus on hard surfaces of gym kit, aerosol transmission of virus through exhalation during exercise.</p>	<p>Gym function to be spread out across 3 spaces to allow greater social distancing.</p>	<p>Dancers must <b>wipe down equipment</b> with sanitising wipes pre and post use.</p>	<p>Dancers, Medical</p>	<p>Ongoing</p>
Technical at LCI	<p>Technical crew, Stage Management, dancers</p> <p>Transmission of virus</p>	<p>Crew strongly recommended to wear face coverings at all times whilst working in the Holloway Production Studio, Loading Bay or within dance studios.</p>	<p>If any <b>close working</b> is required, eg to move a piece of scenery, and social distancing is therefore not possible, face coverings must be worn.</p>	<p>Technical team</p>	<p>Ongoing</p>

Costume Fittings	Costume team, dancers during fittings  Transmission of virus	It is strongly recommended dancers and costume staff wear a face coverings for the duration of a costume fitting.	After each fitting, Costume staff will wipe down all surfaces with disinfectant wipes/spray.	Costume, Technical, dancers being fitted	During all costume fittings
Toilets and washroom areas	All staff members  Transmission of virus on hard surfaces and touch points	Toilets cleaned twice daily.  Soap, hot water and hand towels provided in each toilet.		Contract cleaning company	Ongoing
Office	Medical, Artistic, Technical and Building Operations staff	Those desks that are in use will be kept at a 2m plus distance from other staff.  Minimise the use of hot-desking.  The meeting rooms are set up to allow <b>video calling</b> as an aid to hybrid working.	Sanitising wipes will be provided for staff to clean their PC/phone/workstation during the day if needed.  Two two-person meeting room pods being installed in the office to help facilitate the dynamic requirements of hybrid working and video conferencing.	Artistic, Medical, Building Services	When needed, access minimal where possible
PPE	All staff members  Transmission of airborne virus	Face coverings to be available at reception for all staff and dancers to use.	Medical-grade PPE will be provided for occasions when social distancing is not possible eg treatment by Medical staff.	Medical, all staff	Ongoing
Cleaning	All staff members  Transmission of virus on hard surfaces and touch points	Each morning there will be, a thorough clean of the building will be undertaken by our contract cleaning company.  Provision of disinfectant wipes for dancers to clean touch points during rehearsals if required.	Building Operations will undertake cleaning checks of areas to ensure cleaning standards remain high.  There will be <b>additional cleaning</b> of high-traffic spaces by the daytime cleaner.	Cleaning provider	Twice daily
Suspected out-break or person falling ill	All staff members  Risk of a wider outbreak	If a member of staff or a member of their household starts to show symptoms, they should undertake a lateral flow test.  If a member of staff starts to show symptoms whilst on-site they should be isolated in a separate space such as a meeting room and assessed by a member of the Medical team and undertake a lateral flow test.	If ENB experiences a Covid-19 outbreak, we will be required to contact the local Public Health Officer and the Health & Safety Executive and adhere to their advice.	Medical Director	In case of suspected out-break or person falling ill

		No member of staff can return to work until advised it is safe to do so by the Medical Director.			
MCD on-site café Espresso Room re-opens	Public, café staff, ENB staff & dancers  Risk of transmission from external source	The ground floor foyer is now open to the public, with coffee and light food being served from the Espresso Room café.  Foyer space to have less furniture than pre-covid to allow for greater social distancing.	The café is only open 8.30am-5pm, meaning there are no late nights.	Café staff, Building Operations	Ongoing