

Risk Assessment Forms

All venue rooms and premises should be checked for risks before use on a regular basis.

Tutor:	Margaret Simmons
Day and time of class:	
Venue (including postcode):	
Are the relevant qualifications & certifications up to date?	
BWY Membership & Insurance	✓
1st Aid	✓
The Venue	
Are premises in a satisfactory state of repair?	
Are accesses, exits, passages and stairways, safe and unobstructed?	
Are you aware of emergency exits in the event of an emergency?	
Have you ensured exits are clearly marked and that there is clear access to doors/ they are not locked?	
Is the space safe, clear, clean and free of obstructions?	
Furniture & equipment stacked safely and away from participants?	
Are evacuation procedures in place?	
Have you identified an assembly point in the event of an emergency or fire?	
Have you informed the class of any hall fire procedures including escape routes & meeting points?	
If you are using a public building e.g. a school, leisure centre etc., do you know where the nearest fire bell is sited so you can alert others?	
Are fire extinguishers accessible, of the correct type & maintained and are you trained to use them?	
Do your attendees know they must not try to extinguish a fire themselves, unless they are an appointed person, and that you must be informed immediately?	
Are the premises accessible to the emergency services?	
Is the floor safe and appropriate for yoga?	
Are the premises heated adequately and is the room well ventilated?	
Have all the venue's electrics been PAT Tested and declared safe?	
Do you have a complete register of all yoga course participants?	
Have all students completed the Health questionnaire?	
In the event of an injury is the following to hand:	
First Aid Box	
Incident Report Forms – own, venue and BWY	
Emergency contact numbers	
Do you have access to a phone or mobile in case of emergencies?	
List any risks identified at your venue or as part of your lesson providing full details and the measures you will put in place to reduce any risks e.g.: Check chairs / other equipment safely stacked/ Check fire access route not blocked – fire doors shut/ Check drinks bottles etc. safely out of way during practice.	
<p>Covid-19 - a guide for tutors Following government guidelines and advising all students not to attend classes if they are/ or think they might be in breach of these (re: return travel, flu like systems etc.).</p> <ul style="list-style-type: none"> • Putting in place social distancing measures – all mats at least 2 (or 1 if masks worn) metres apart (max numbers dependent on size of space) • Consulting gyms/leisure centres where you teach classes to ensure you adhere to their COVID-19 protocol. 	

- Asking students to bring their own mat/equipment to classes and avoid sharing.
- Cleaning and sanitizing all equipment after use
- Ensuring hand sanitiser is available at the start and end of every class
- Washing hands on a regular basis (before and after class).
- Avoiding hands on adjustments and favouring verbal communications instead
- Ensure room well ventilated before, after and during class
- Floor and surfaces cleaned and disinfected between classes and on a regular basis
- Responsibility of the studio owner to clean and disinfect the rooms.

COVID 19 ADDITIONS TO RISK ASSESSMENT

Name (printed):	M Simmons
Signed:	<i>Margaret Simmons</i>
Date:	27 th July 2020