

LEARNING & PARTICIPATION ONLINE CLASSES – AT HOME RISK ASSESSMENT

Section one: Your Workspace (Physical space)	CHECK
Do you have an adequate space to work comfortably, to undertake movement work, creative exploration or mindfulness? For example 2m x 2m?	
Is your working environment warm and well-lit with the facility for it to be well ventilated?	
Is your working area clutter free to enable you to focus upon your studies? Clear of boxes, paper, electrical wires and waste?	
Are there any trailing cables around your work area that need to be moved away or tied up out of the way?	
Is there anything hanging on your walls or from the ceiling that to may dislodge? E.g. pictures or ceiling light/lampshade?	
Are all items that you need for your movement work within easy reach?	
Are all floor coverings within your dance space clear and without hazards e.g. remove loose rugs does carpet need taping down? Have you checked for loose floorboards or nails which are exposed?	
Are you near a door or walkway where someone could knock into you?	
Do you have a drink within easy reach to keep hydrated that is sealed to avoid spillages?	
Is there another person within the house in case you have an injury? Or is your mobile phone on hand?	
Do you have access to first aid supplies or equipment if required?	
Have you ensured that there are no hot drinks in your space whilst carrying out movement work, to avoid spillage and burns?	
Section Two: Preparing your Workspace (moving heavy items)	
Do you know how to correctly pick up, carry and lower heavy items e.g. furniture	
Have heavy items been moved off of high shelves to avoid things falling due to vibration from moving? And have these been stored away safely?	
Section Three: Your computer workspace (desk space)	
Is your computer/laptop or mobile device secure so that it will not fall over and cause injury or hazard?	
(Under 18s) Have you asked parents or guardians to check the type of external online materials prior to commencing for safeguarding reasons?	
Can you easily reach everything that you need without awkwardly twisting or straining your body?	
Is your screen/display clean and positioned so there is no glare from a window or light?	
Section Four: Fire and Electrical safety	
Does any electrical equipment you will use for study show signs of sparking or burns and so needs removing from use?	
Are any cables or wires which are attached to any equipment you will use for study, damaged or frayed and so need removing from use?	
Section Five: Privacy and data protection	
Are all settings on your computer/laptop/mobile device set to the appropriate privacy settings when taking part in online learning activities?	
Is your antivirus software up to date so that you can avoid viruses, malware and hackers?	