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| Description: \\bwyserver\company\BWY File directories\CIMSPA - AJB\BWY logoCMYK-01.jpg | The British Wheel of Yoga  25 Jermyn Street Sleaford, Lincolnshire NG34 7RU |

## BWY – Risk Assessment Form

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| **Tutor:** |  | |
| **Day and time of class:** |  | |
| **Venue (including postcode):** |  | |
| **Are the relevant qualifications & certifications up to date?** | | |
| BWY Membership & Insurance | |  |
| First 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? | |  |
| Are class aware of 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 correct type & maintained & 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? | |  |

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| **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:* |

**COVID 19 ADDITIONS TO RISK ASSESSMENT**

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| **Covid-19 - a guide for tutors:**  If you are teaching face to face during covid then you must consult the latest BWY statement on covid protocols to understand the current government guidelines and how they relate to your class. This risk assessment is intended to provide pointers; full details will be in the BWY current covid statement and the “BWY Best Practice Guidance for face to face Teaching during Covid”.  In brief:   * Consult gyms/leisure centres and any venues where you teach to ensure that you adhere to their covid protocols. * Advise all students not to attend classes if they are/ or think they might be in breach of guidelines (re: return travel, flu like systems etc.) * It is the responsibility of the venue owner to clean and disinfect the rooms, but it is the responsibility of the teacher to make sure this is done properly. * Ask students to “scan and check in” on arrival for track and trace. * Put in place social distancing measures – all mats at least 2m (or 1m if masks worn) apart, in accordance with BWY mat spacing diagram. * Clean and disinfect floors and surfaces between classes and on a regular basis, clean and sanitize all equipment after use. * Ensure hand sanitiser is available at the start and end of every class. * Wash hands on a regular basis (before and after class). * Ensure room is well ventilated before, after and during class. * Ask students to bring their own mat/equipment to classes and avoid sharing. * Avoid hands on adjustments and favour verbal communications instead. | |
| **Name (printed):** |  |
| **Signed:** |  |
| **Date:** |  |