

**THE ROYAL SCOTTISH  
COUNTRY DANCE SOCIETY  
CHELTENHAM BRANCH  
Registered Charity No.  
1064987**



**Risk Assessment Policy for everyone organising or attending Cheltenham Branch Royal Scottish Country Dance Events.**

**Risks associated with Classes and Events**

All venues to be assessed by the Committee as suitable for dancing before using for classes and events.

Dancers are personally responsible for their own health and safety and must 'listen' to their own bodies when attending classes and events and stop if they have concerns.

| <b>Nature of the Risk</b>                               | <b>Impact</b>                                                               | <b>Who is Responsible?</b> | <b>Who is at Risk?</b> | <b>Action to control hazard</b>                                                                                                                                                     | <b>Risk Rating</b> |
|---------------------------------------------------------|-----------------------------------------------------------------------------|----------------------------|------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|
| Objects and personal belongings left on the dance floor | Trips, slips and falls resulting in injury such as sprains and broken bones | MCs, teachers & Dancers    | All Dancers            | Ensure personal belongings are not left on the dance floor but tucked under chairs and that dancers do not dance too close to seating.                                              | Low                |
| Slippery or uneven floor surface or patches             | As above                                                                    | MCs, teachers & Dancers    | All dancers            | Have slipstop available to apply to floor. Ask dancers to report slippery areas. Ensure proper footwear. If slipstop not available soles can be dampened to make them less slippery | Low                |
| Insufficient warm up                                    | Pulled muscles and tendons                                                  | Teachers & Dancers         | All dancers            | Dancers should take personal responsibility and ensure that they are appropriately warmed up. Dancers joining                                                                       | Low                |

|                                                                                    |                                                            |                        |                                 |                                                                                                                                                                                                                                                                        |     |
|------------------------------------------------------------------------------------|------------------------------------------------------------|------------------------|---------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|
|                                                                                    |                                                            |                        |                                 | <p>the class late should warm up before joining in the dances.</p> <p>Dancers should stop dancing as soon as muscles are affected.</p> <p>Teachers to provide the opportunity at the start of a class to warm up.</p>                                                  |     |
| Heat exhaustion and dehydration                                                    | Fainting, collapse                                         | Teachers & Dancers     | All dancers                     | Ensure water is available where possible and dancers advised to bring their own. Adequate ventilation in hot weather and frequent breaks.                                                                                                                              | Low |
| Dancers with existing medical conditions                                           | Medical emergency                                          | Teachers & Dancers     | Dancers with medical conditions | Ask for participants to be mindful of any medical conditions and advise the teacher of major medical conditions. Watch for distress or breathlessness. Be prepared to stop the session or ask them to sit out. Dancers advised to carry emergency contact information. | Low |
| Dancers with flu/covid type disease infecting other dancers due to close proximity | Spread of infection                                        | Dancers                | Dancers                         | Dancers should not attend classes and events if they have an infectious disease.                                                                                                                                                                                       | Low |
| Poor technique or overly 'aggressive' dancing                                      | Injury due to poor technique                               | Teachers & Dancers     | All dancers                     | Ensure figures, moves and arm holds are properly explained to avoid dancers colliding and suffering joint injuries due to excessive pulling or pushing.                                                                                                                | Low |
| Inappropriate footwear                                                             | Slipping and treading on other dancers feet causing injury | Teachers and dancers   | Dancers                         | Teachers should check participants are wearing appropriate footwear and advise potential and new participants before they join a session                                                                                                                               | Low |
| Fire                                                                               | Becoming trapped                                           | Committee and Teachers | All attendees                   | <p>Explain the fire exits &amp; muster points at the start of events.</p> <p>Assess venues before using them for events.</p>                                                                                                                                           | Low |