



*Learning to  
Succeed*

# Gladstone Road Primary School

Wooler Street, Scarborough  
North Yorkshire, YO12 7DD

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30<sup>th</sup> November 2021

Dear Parent/carer(s)

## EYFS and Y1 Christmas Performances – December 2021



As you are aware, over the next couple of weeks, our EYFS and Y1 classes will be performing a Christmas play at St. Saviour's Church. Each class has worked together to practise some new songs and learn about the Christmas story.

The performances will be recorded and shared with you all. We will also take some photographs of the children which we will send home too. **On the day of the performance, each child will be able to have ONE family member come along and watch them inside St. Saviour's.**

We have worked alongside the church to put together a risk assessment. You will find a copy on the back of this letter. The safety of the children, staff and yourselves is extremely important which is why we must insist that the risk assessment is adhered to.

Inside the church you will be directed to sit so that you are not in close contact with anyone else. Hand sanitiser will be available for you to use on arrival and face masks should be worn too, providing that you are not exempt.

***We will be monitoring numbers as you enter and we will ask you who you are there to watch. We would ask that no more than one family member arrives at the church as it would result in some children not having a family member there to see them.***

We are aware that many schools are only videoing performances but we are keen for the children and yourselves to experience this first hand.

If you have any questions, please do catch me on the lower playground after school.

**At the moment, Plan A is that the performances go ahead as described. Should the government's guidance change, Plan B might be to cancel the performances for parents but still video it so we can share it. We will keep you updated.**

Many thanks for your support with this.

Mrs S. Boddy - Assistant Head Teacher



<b>Activity/ Situation</b>	<b>EYFS and Year 1 Christmas Production</b>			
<b>Location</b>	<b>St Saviour's Church</b>			
<b>Persons at Risk</b>	<b>Pupils <input checked="" type="checkbox"/></b>	<b>Employees <input checked="" type="checkbox"/></b>	<b>Visitors <input checked="" type="checkbox"/></b>	<b>Contractors <input type="checkbox"/></b>
<b>HAZARD(S)</b>	<b>* Risk of contracting Covid from close contact with infected person</b>			
<b>CONTROL MEASURES</b>	<b>ADDITIONAL INFORMATION</b>	<b>YES</b>	<b>NO</b>	<b>N/A</b>
Each class is doing a separate performance (as opposed to a whole year group one)		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Performance will take place off site to minimise the risk of infection to others in school		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Families advised that only one person per child may attend the performance		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The church can accommodate 'social distancing' if only 2 adults sit on each pew. The church have only allowed us to use this venue on the proviso that we support them with this precaution		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The church will ensure that the premises is not used by other groups immediately before and after our performances to minimise the risk of cross contamination		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Parents advised to wear face masks		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Hand sanitiser will be available on entry – parents are advised to use this		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Parents advised to keep toddlers with them on pews and not allow them to wander around the church		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
This venue has been chosen as it is well ventilated		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Parents to use identified exits (pupils & staff will use different exits)		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have you consulted with the people/representatives undertaking the activity as part of the preparation of this risk assessment	<b>Yes <input checked="" type="checkbox"/></b>		<b>No <input type="checkbox"/></b>	
What is the level of risk for this activity/situation with existing control measures	<b>High <input type="checkbox"/></b>		<b>Med <input checked="" type="checkbox"/></b>	<b>Low <input type="checkbox"/></b>
Is the risk adequately controlled with existing control measures	<b>Yes <input checked="" type="checkbox"/></b>		<b>No <input type="checkbox"/></b>	
Have you identified any further control measures needed to control the risk and recorded them in the action plan	<b>Yes <input type="checkbox"/></b>		<b>No <input checked="" type="checkbox"/></b>	
<b>ACTION PLAN</b> (insert additional rows if required)	<b>To be actioned by</b>			
Further control measures to reduce risks <i>so far as is reasonably practicable</i>	<b>Name</b>		<b>Date</b>	
<b>N/A</b>				
State overall risk level assigned to the task <b>AFTER</b> implementation of control and action plan measures taken as a result of this risk assessment	<b>High <input type="checkbox"/></b>		<b>Med <input checked="" type="checkbox"/></b>	<b>Low <input type="checkbox"/></b>
Is such a risk level deemed to be as low as reasonably practical?	<b>Yes <input checked="" type="checkbox"/></b>		<b>No <input type="checkbox"/></b>	
Is activity still acceptable with this level of risk?	<b>Yes <input checked="" type="checkbox"/></b>		<b>No <input type="checkbox"/></b>	
If no, has this been escalated to senior leadership team?	<b>Yes <input type="checkbox"/></b>		<b>No <input type="checkbox"/></b>	

<b>Assessor(s):</b>	<b>S Boddy Assistant Head C Sarney SBM</b>	<b>Signature(s):</b>	S Boddy C Sarney
<b>Position(s):</b>			
<b>Date:</b>	<b>26.11.21</b>	<b>Review Date:</b>	
<b>Distribution: St Saviours, Staff, parents and carers</b>			