# **Health & Safety Policy**

**Uplift Dance & Fitness**



Last Reviewed - April 2025

**1. Introduction**

Uplift Dance & Fitness is committed to ensuring the health, safety, and well-being of all our students, staff, visitors, and contractors. We believe that providing a safe environment is fundamental to the effective delivery of dance and fitness education and training. This Health and Safety Policy outlines the measures we take to maintain a safe environment and reduce the risks of injury or harm in the school.

**2. Purpose**

The purpose of this policy is to establish clear responsibilities and procedures to ensure that all health and safety risks are identified, managed, and minimised. This policy applies to all activities carried out by the dance school, including lessons, rehearsals, performances, and other events.

**3. Scope**

This policy applies to:

* All students, staff, volunteers, and contractors working for or on behalf of the school.
* All activities organised by the dance school, both on and off-site, including but not limited to dance/ fitness classes, workshops, events, and performances.

**4. General Health and Safety Responsibilities**

* **Management Team**: The overall responsibility for health and safety within the dance school rests with the management team. They are responsible for ensuring that adequate health and safety measures are in place, staff are trained, and risk assessments are regularly carried out.
* **Teachers and Staff**: All teachers and staff have a responsibility to ensure the health, safety, and well-being of their students. They must comply with safety guidelines, provide clear instructions for all activities, monitor students, and take appropriate action if an unsafe situation arises.
* **Students**: Students are expected to follow all health and safety instructions, behave responsibly, and report any potential hazards or unsafe conditions to staff.

**5. Risk Assessments**

We will carry out regular risk assessments to identify and evaluate potential hazards in the school’s premises and activities. These assessments will include, but are not limited to:

* Physical hazards (e.g., trip hazards, uneven floors)
* Equipment safety (e.g., dance floors, mirrors, barre)
* Health risks (e.g., dehydration, strain, injuries)
* Emergency situations (e.g., fire, medical emergencies)

Risk assessments will be reviewed periodically and updated as necessary, particularly when new activities, events, or equipment are introduced.

**6. Safety of Premises**

The safety and suitability of the premises used by the school are paramount. The following measures will be taken:

* **Dance Studios**: All dance studios will be regularly checked for cleanliness and safety, including ensuring that floors are suitable for dance, free of obstructions, and properly maintained.
* **Emergency Exits**: Clear and accessible emergency exits must be available at all times. Fire exits and escape routes should be unobstructed and clearly marked.
* **Equipment**: All equipment, including balls, mats, mirrors, and sound systems, will be inspected regularly for safety and maintained in good working condition.
* **Ventilation and Lighting**: Dance studios should have adequate lighting and ventilation to ensure a comfortable and safe environment for participants.

**7. Injury Prevention**

We are committed to minimising the risk of injury to all participants. Measures to prevent injury include:

* **Appropriate Environment:** Students participating in online classes must participate in an appropriate space free of obstacles and slip-hazards. Uplift Dance & Fitness will not be liable for any injuries caused by an inappropriate environment in online classes.
* **Warm-ups and Cool-downs**: Teachers will ensure that all students participate in proper warm-up and cool-down exercises to reduce the risk of muscle strains and other injuries.
* **Correct Technique**: Students will be taught proper techniques to prevent strain, injury, and fatigue. Teachers will monitor and correct techniques as necessary.
* **Appropriate Clothing**: Students must wear appropriate clothing and footwear for classes, including clothing that allows for full range of movement.
* **Hydration**: Students are encouraged to stay hydrated and take regular breaks as needed.

**8. Medical and First Aid Provisions**

* **First Aid Kits**: First aid kits will be available in any area where activities take place with the teacher. The contents of the first aid kits will be checked regularly and replenished as necessary.
* **Trained First Aiders**: Staff members will be trained in basic first aid and CPR. A designated first aider will be present at all times during classes and events.
* **Emergency Medical Attention**: In the case of serious injury, emergency medical services will be contacted immediately. Staff will take all necessary steps to ensure the injured person’s safety while awaiting medical assistance.

**9. Fire Safety**

* **Fire Drills**: Regular fire drills will be carried out to ensure that everyone knows how to evacuate the premises safely.
* **Fire Extinguishers**: Fire extinguishers will be located at key points throughout the premises and will be checked regularly.
* **Emergency Evacuation Plan**: An emergency evacuation plan will be in place and communicated to all staff and students. All staff will be trained in evacuation procedures, and this plan will be reviewed and updated regularly.

**10. Reporting of Accidents and Incidents**

* **Accident Report Forms**: Any accidents or injuries must be reported using the school’s accident report form, which should be completed by the staff member who witnessed the incident.
* **Investigation**: All accidents will be investigated to identify the cause and to take measures to prevent a recurrence.
* **Recording**: A log of all accidents and incidents will be maintained, including details of the incident, action taken, and any follow-up.

**11. Safeguarding Health and Well-being**

* **Mental Health and Well-being**: The school will promote mental health and well-being by creating a supportive environment. Any concerns regarding students' emotional or psychological health will be taken seriously, and appropriate steps will be taken to offer support.
* **Inclusion**: We are committed to ensuring that all students, regardless of physical ability, have access to classes. Reasonable adjustments will be made to accommodate any physical or mental health needs.

**12. Insurance**

The dance/ fitness school will maintain appropriate insurance cover for all activities, including public liability insurance, to ensure protection for both the school and participants in case of an accident or injury.

**13. Review of Policy**

This Health and Safety Policy will be reviewed regularly and updated as necessary to ensure it remains current and effective. Any changes in legislation or best practices will be incorporated into the policy.

**14. Conclusion**

By implementing this Health and Safety Policy, Uplift Dance & Fitness aims to provide a safe environment where all students can enjoy dance and fitness education and training while minimizing the risk of injury. All staff, students, and visitors are expected to cooperate in upholding the principles outlined in this policy.

This policy was last updated on 14th April 2025.