

COVID-19 Risk Assessment

Newstead Abbey Singers Assessment carried out by: Secretary on behalf of the Committee

Date assessment was carried out: 5th September 2020

Date of next review: 5th December 2020 (or sooner if needed)

We are a mixed voice adult choir. At the date of this assessment we have around 15 members. Before the COVID pandemic we rehearsed in small community based venues in Nottinghamshire on most Friday evenings, and performed in public 3 to 4 times a year in different venues in Nottinghamshire. All the venues we use have shared washing and lavatory facilities,.

How this risk assessment was done

This risk assessment is based on the method and principles of the Health & Safety Executive (HSE)'s COVID-19 risk assessment, including advice about coronavirus and safe working here: <https://www.hse.gov.uk/coronavirus/working-safely/index.htm>. The aim of this risk assessment is to identify how COVID-19 could spread in our rehearsing environment, and to identify methods to stop the spread of the virus. This assessment reflects any relevant official government guidance for safe working during the pandemic.

Hazards are identified with personal knowledge of our rehearsal venue, considering entry and exit procedures and movement and seating around the hall, noting ventilation options (windows and doors), considering whether we need to restrict who touches the piano / keyboard, music stand and other small items of equipment, .and the concerns expressed earlier in the year about the possible increased danger of spreading the virus through singing.

We have taken note of the latest guidance provided by the DCMS in August and the latest regulations regarding what is allowed in terms of social distancing and community groups meeting together again indoors in Covid safe venues, and the current maximum number of people allowed together indoors in a community group.

We have taken note of social distancing guidelines and are intending to use larger venues which enable us to follow guidance with regard to distancing, and ventilation.

We understand that most venues will supply us with sanitising fluid and paper towels, to clean seating etc..

We will update this assessment periodically in light of changes in government guidance or restrictions.

More information on managing risk: www.hse.gov.uk/simple-health-safety/risk/

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	What further action do you need to take to control the risks?	Who needs to carry out the action?	When is the action needed by?	Done
Getting or spreading coronavirus by not washing hands or not washing them adequately	Any present at a rehearsal	Provision of hand sanitiser	Communicate hand cleansing policy clearly and repeatedly Ensure paper towels if used can be disposed of safely e.g. via pedal bin	Choir to provide hand sanitiser	First rehearsal	

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Getting or spreading coronavirus in common use high traffic areas such as corridors, toilet facilities, entry/exit points, lifts, and other communal areas	Any present at a rehearsal	Request members to practice distancing and wear masks on arrival. We do not ask that members attempt singing in one, but obviously they may if they wish. Request that only one person visit male or female toilet areas at once If members do not stay or come and go they will be requested to avoid passing close to somebody coming in.	Communicate these requests before the first rehearsal and post notice at the entrance	Committee	First rehearsal	
Getting or spreading coronavirus from shared music or music stand/ piano	Any present at a rehearsal	Eliminate shared copies,. Cleaning any choir owned equipment(not music) between rehearsals. ie piano, music stand, etc Ensuring hand cleansing routines followed by all	Request that people bring as little as possible in terms of personal possessions with them. Eliminate sharing of anything	All		

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Getting or spreading coronavirus through not social distancing	All	Place seating at appropriate distance and instruct members NOT to move any Check before each rehearsal who will be there.	Arrangement of room to minimise face-to-face singing and avoid direct singing towards anybody else & try sit/stand side by side. Musial director to be as far away from choir as is possible within the constraints of the building, and hearing	Nominated committee members to arrange seating before members arrive	Each rehearsal	
Vulnerable household members exposed to increased transmission risk	Household members of choir members	Managing spacing to minimise risks of contact between people from different households	Avoid unnecessary contact with anything in the hall	All		
Actual attendance with members of multiple households	Members	It is up to individuals to decide whether to attend, taking into account their personal health and circumstances	.	all	Date	

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Poor ventilation in hall could lead to risks of coronavirus spreading	all	Ensure adequate ventilation during rehearsals Identify additional means of ventilating space.. leave doors open... remind members to maybe bring an extra layer of clothing!	Shorten rehearsals to reduce time spent together.	Committee decision	Each week	
Increased transmission risks from singing	All	Ventilation of rehearsal space; Social distancing Arrangement of room. Keep volume of singing at steady low level	Monitor government guidance and research for changes in guidance Consider arrangement of room to minimise face-to-face working		Date: ongoing	
Member arrives for rehearsal with unsuspected symptoms ie temperature.	All	Choir will/ could have head thermometer, to check members' temperature on arrival... for the reassurance of all		Somebody in charge of entrance		

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..and:..Spread of virus from infected member	All	Make it clear to members that anybody displaying any symptoms, should not attend	Hopefully none	all		
Member discovered to have the virus after attending rehearsal	All	Discourage attendance if member unwell	Keep a note of attendees so that they are contactable if necessary	All		