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| COVID-19 RISK ASSESSMENT |  |
| Slaithwaite Philharmonic | |
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| Change Log | | | |
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| Revision | Date | Description of changes | Name |
| 1.0 | 09/08/20 | Covid 19 Risk Assessment | |
| 1.1 | 05/09/20 | Changes to section 1 | |
| 1.2 | 06/09/20 | Changes to section 1, 9 | |
| 1.3 | 17/09/20 | Addition of woodwind/brass and canalside | |
| 1.4 | 23/9/20 | Amended to cover church | |
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COVID 19 HEALTH AND SAFETY RISK ASSESSMENT FORM

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| COVID 19 RISK MANAGEMENT MEASURES |
| Health and safety risk management measures appropriate to all aspects of the activity being assessed |
| <p>This document has been produced in line with the risk assessment produced by St James Church Slaithwaite</p> <ul style="list-style-type: none"> • Management of Covid 19 situation, this risk assessment must be kept under review and adapted as required. • Up to date guidance is available on the government websites. https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19 • Daily running of rehearsal will be overseen by an appointed COVID Officer – A member of the committee has been nominated as the COVID Officer for each rehearsal to ensure that the procedures identified in this document and the risk assessments are being adhered to and relevant information is collected |

| Area: Church and Toilets | | | |
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| Hazards identified | Risks to health and safety | People at risk | Health and safety risk management measures |
| Covid 19 transmission via airborne person-to-person contact and/or touching contaminated surfaces in the areas or situations set out below | <ul style="list-style-type: none"> • Possibility of contracting infection or passing it on. • Contamination from infected surfaces within the building | Orchestra members | See below for specific actions |
| 1. Attendees bring COVID-19 into the venue | <ul style="list-style-type: none"> • Possibility of contracting infection or passing it on. | As above | <p>Members are asked to not attend if they have any likelihood of having the disease.</p> <p>All participating members are asked to complete Covid-19 Rehearsal consent form prior to each rehearsal.</p> <p>If a member has had a positive COVID-19 test within the last 2 weeks, or if the</p> |

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| | | Vulnerable members | <p>member has experienced any of the following symptoms within the last week:</p> <ul style="list-style-type: none"> • A temperature above 37.8 °C • A dry persistent cough that has developed during the week • A loss of taste or smell (anosmia) • or if any member of their household has presented any of the above symptoms within the last 2 weeks: <p>They must not attend Rehearsals and should seek medical advice either by contacting their GP or calling 111 to seek advice.</p> <p>High-risk members and those with a high-risk person in their household must identify themselves on the consent form.</p> |
| 2. Access to the building | Potential for large numbers of visitors to spread the infection | As above | Player should access the church via the main doors at the front of the church. |

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| | | | <p>Members will be met at the entrance to the main body of the church by a member of the committee or section leader (wearing face coverings) where they will be allocated a seat.</p> <p>Players should not socialise when entering or exiting the building</p> |
| 3. Toilets | Risk of transmission in a small space | As above | <p>A maximum of one person in each toilet area at any one time will be allowed. Social distancing should be maintained if waiting is required.</p> <p>Light switches should be left on for the time the building is occupied. It should be clear that handles and flush handles should be cleaned before and after use, as should toilet seats and that it should be each person's responsibility to do this. The second toilet in the female toilets should not be used and an "out of order" notice could be hung on the door.</p> |
| 4. Face Coverings | Risk of people congregating and not socially distancing in communal areas | As above | The Orchestra has chosen to make the use of face coverings mandatory for players when entering, |

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| | | | leaving and moving around the church, these can be removed once seated. Players can continue to wear if preferred. |
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| All Areas: Hygiene & Communications | | | |
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| Hazards identified | Risks to health and safety | People at risk | Health and safety risk management measures |
| Covid 19 transmission via airborne person-to-person contact and/or touching contaminated surfaces in the areas or situations set out below | <ul style="list-style-type: none"> • Possibility of contracting infection or passing it on. • Contamination from infected surfaces within the building | Members | See below for specific measures |
| 5. Cleaning | Risk of touching surfaces where the virus may be live (within 72 hours) | As above | Regular cleaning of the floors, pews, chairs, toilets and door handles etc. should occur between services, preferably after three days. Disposable gloves should be worn and disposed of correctly and such waste set aside for three days. All bins should have bin-liners Before the church is opened for public worship for the first time the external doors should be left open and all hard services-floors, tables, chairs, pews, toilets, door handles and carpets should be thoroughly cleaned. If there are occasional offices (e.g. funerals, further cleaning afterwards should be done as above. Soap and water or dilute bleach are suitable cleaning agents. |
| 6. Hand sanitiser | Risk of touching surfaces where the virus may be live (within 72 hours) | As above | Hand sanitiser will be provided in entrance areas and in the main meeting spaces within the church as a supplementary measure, but not to replace handwashing as the main method of infection prevention. |
| 7. Test & Trace Communications | Possibility of contracting infection or passing it on. | As above | The Orchestra must keep records of all session |

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| | | <p>participants on each date they attend the rehearsal along with contact details in the event they need to be contacted following an outbreak, to be kept for 21 days before they are securely destroyed. This will be completed by the nominated Covid officer to reduce possible risk of transition.</p> <p>Players will be asked to confirm that they have read the Orchestra risk assessment at their first rehearsal attendance. Individual paper copies will be available for players who have not received via email.</p> <p>Members should inform the Orchestra Chair (or nominated deputy) if they or their players display any of the Covid19 symptoms within 7 days of attending the rehearsal:</p> <ul style="list-style-type: none">• Persistent and new cough• High Temperature• Loss of Smell/Taste <p>If these symptoms develop whilst in rehearsal, affected individuals should return home immediately and follow the government 'Stay at Home' guidance including taking a Covid 19 test.</p> <p>If the test is positive they will be supported by the NHS track and trace team as per Test & Trace Guidance https://www.gov.uk/guidance/nhs-test-and-trace-workplace-guidance?utm_source=3ad1e505-7776-4963-b366-f718239cf904&utm_medium=email&utm_campaign=govuk-notifications&utm_content=immediate</p> <p>In addition, if the affected person has attended a rehearsal within 7 days the Orchestral committee will make the Church aware so that appropriate action can be taken.</p> |
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| Area: Church during rehearsal | | | |
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| Hazards identified | Risks to health and safety | People at risk | Health and safety risk management measures |
| Covid 19 transmission via airborne person-to-person contact and/or touching contaminated surfaces in the areas or situations set out below | Possibility of contracting infection or passing it on. Contamination from infected surfaces within the building | Members | See below for specific measures |
| 8. Limits on Space in Church | Risk of breaching social distancing in meeting spaces | Members | <ul style="list-style-type: none"> Church - 13 Member 1 conductor <p>using a minimum of 2m distancing.</p> <p>Player must make their way swiftly to their allocated chair and not gather socially prior to rehearsal.</p> <p>Chairs will be in place prior to the opening of the rehearsal room to all members. Disposable gloves should be used.</p> <p>No guest may attend rehearsal until further notice or without permission of the committee. Orchestra members must not come to the church unless they are required for the rehearsal.</p> |

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| 9. Ventilation | Risk of airborne infection in indoor spaces | Members | <p><u>Church</u></p> <p>Take steps to improve ventilation and, where possible internal and external doors should be opened</p> |
| 10. Instruments and equipment | Possibility of contracting infection or passing it on. | Members | <p>No equipment should be shared during rehearsals.</p> <ul style="list-style-type: none"> • Cases should be kept beside/behind members own chairs • Please ensure you have your own pencil, Rosin, Valve oil, etc. • Each player should have their own stand (no desk partners) these should be brought from home no spares will be available. • Music will be provided for each player and this should be taken home after the rehearsal |
| 11. Breaks | Possibility of contracting infection or passing it on. | Members | <p>Breaks will be limited. Social distancing should be maintained at all time during breaks and outdoor areas should be used when possible. There</p> |

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| | | | <p>should be no mixing or socialising during these times</p> <p>Players may bring their own refreshments but these should not be shared.</p> |
| <p>12. Brass and wind players (in addition to all other measures</p> | <p>Possibility of contracting infection or passing it on.</p> | <p>Members</p> | <p>Players whose instruments produce condensation are to bring a towels to absorb anything that may be deposited. This should be stored in a plastic bag at all time.</p> <p>Water should not be blown out of the instrument with force</p> <p>Wipes will be available to clean areas around seats after rehearsing.</p> <p>Brass and wind players should not be placed on stage if the floor space is in use.</p> <p>Whenever possible chair should be set up side by side.</p> <p>Where possible, players should angle bells away from other players</p> |

