

Group name	York Concert Band
COVID-19 risk assessment	
Rehearsal day and time	Monday 14th June 2021 7.30pm
Rehearsal venue	School Farm House (outside) Main St, Shipton by Beningbrough

Risk area	Possible mitigations and actions	Responsible
1. Infection rates high/rising quickly		
Local restrictions are applied with little notice		
	Check government guidance prior to each rehearsal	Committee
	Check Coronavirus cases data regularly	Committee
	if there are local restrictions or a local surge in cases, cancel rehearsal	Committee
	remember to communicate with members	Sec
2. Risk to/from individuals to/from group		
Infectious individual attends rehearsals		
	exclude potentially infectious individuals from attending and entering rehearsal venue	All
	use pre-attendance questionnaire via online form or email to stop potentially infectious individuals attending	All
	use on the door questionnaire to stop potentially infectious individuals entering rehearsal venue	Committee
	4 questions to ask:	
	1) do they have any of the symptoms: elevated temperature, continuous cough, loss of smell and taste	
	2) have they been in close contact with someone with symptoms	
	3) have NHS Track & Trace asked them to self-isolate	
	4) have they returned from abroad and been asked to self-isolate	
Inability to track & trace when someone falls ill outside meeting		
	keep register, with seating plan, of everyone who attends rehearsals every week, for 21 days (for NHS Track & Trace)	Sec
	ensure if anyone falls ill between one rehearsal and the next that they know to contact group and who to contact	Sec
	if that happens, contact NHS Track & Trace	Sec
	it is mandatory to keep details of attendees for 21 days for NHS Test & Trace (England)	Sec
	display an NHS Test & Trace poster with a QR code at the entrance	Committee
	(take an attendance register and also take details manually for those who don't have smartphones/QR code won't scan)	Committee
Inability to deal with person becoming unwell in rehearsals		
	plan for this eventuality:	Claire Golightly
	send person home immediately	
	if you need to call transport for them, seat them , wearing face covering and disposable gloves,until transport arrives	
	ask person with symptoms to take a test asap and communicate the result to you	
	terminate rehearsal immediately and send everyone home, asking them to self-isolate until test result received	
Complacency means mitigating measures not complied with		
	create posters and signs to display at the entrance, by bathrooms, other prominent locations as reminders	Sec
	remind attendees verbally	Conductor
Non-compliance with measures means risk to other attendees		
	make it clear that being vaccinated / using regular lateral flow tests does not mean participants can stop using other mitigations	All

3. Behaviour of attendees/individual safety measures

Individuals spread or breathe in virus-laden particles

expected behaviour:

- 1) 2 metre social distancing AT ALL TIMES, this means before, during and after musical activity, during breaks
'no mingling' is an absolute pre-requisite of being allowed to meet for activity
- 2) sneeze/cough into tissue/crook of arm (if not wearing a face-covering)
- 3) no hugging, hand-shaking, lingering to chat in rehearsal venue before/after
- 4) in break, by all means chat, but remain at 2m distance
- 5) wearing of face-coverings in the rehearsal venue mandatory except when playing or if medically exempt
box of disposable face coverings on hand for those who don't bring one

All

Individuals spread/pick up virus by touching shared surfaces

set out expected behaviours:

- 1) avoid touching shared surfaces as much as possible
- 2) sanitise/wash hands on arrival, departure, before/after break, after bathroom visit
- 3) bring your own and do not share equipment (music stands, sheet music, pegs, stand light, valve oil, mutes, etc.)
- 4) bring your own seat and keep all your equipment and personal belongings in the space next to you
- 5) bring your own refreshments if needed (the break will be very short)
- 6) players of instruments collecting spit inside to be disposed of need to bring towel and plastic bag to take it home in or sealable plastic container
paper towels and sealable plastic bags on stand-by for those who forget; remember safe disposal afterwards

All

4. Rehearsal space

Covid transmission in bathroom facilities

Aerosols in air

ensure social distancing maintained when queueing for facilities
remind everyone of requirement of 'no mingling' at all times
remind everyone of social distancing of 2m to be maintained at all times

Committee

Committee

Contaminated surfaces

ensure cleaning before and after rehearsal
encourage hand washing - soap, paper towels, poster reminding
provide hand sanitiser on way into toilet facilities

Conductor

Sec

Sec

Queueing points and traffic flow

Difficulty of maintaining 2m social distancing

Remind 2m social distancing from time they leave car to return
one way systems in the garden - Keep to the right of the lawn.
when leaving rehearsal go to the bottom of the garden, keeping to the right of the lawn, turn right and come back up across the next lawn, passing the caravan on your right
Arrival will take time (register/pre-assessment) Queue must maintain 2m distance
Leaving after rehearsal - stagger, reminder not to linger and socialise

Sec

Rubbish

provide a bin for disposal of rubbish

Conductor

5. Your musical activity

Participants cannot hear each other/conductor/vice versa

amplifier and microphone provided for conductor

Tom Miller-Swain

Virus spread through use of band instruments/equipment	no sharing of equipment	All
Virus spread through sheet music	no sharing of sheet music	All
Aerosol transmission through prolonged exposure	constantly remind attendees of the requirement of 'no mingling' constantly remind attendees of the requirement to be socially distance at all times	Committee Committee
Aerosol transmission to/from conductor facing the group	3m-5m between front row of players and conductor and players all facing forwards	
Instruments which accumulate spit	ensure players bring towels for emptying spit on to and plastic bags to contain them or: old take away plastic boxes which can be sealed and taken away have paper towels and sealable plastic bags on stand-by for those who forget; remember safe disposal afterwards remind players regularly not to empty on to floor, try and help them re-learn what may be automatic behaviour!	All All All Conductor

6. Ancillary activity

Arrival/departure compromises 2m social distancing	stagger departure times remind of expected behaviours: no lingering on arrival or departure to chat to friends absolute requirement of 'no mingling' absolute requirement to be socially distanced at all times (2m minimum) to go straight to allocated space on arrival and to leave straight away on departure	Conductor Sec Sec Sec Sec
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