

Alnwick and District Choral Society - Risk Assessment for living with Covid and respiratory illnesses

Version 4 updated April 2022

Notes:

1. This risk assessment has been completed as recommended in government guidance "Living safely with respiratory infections, including COVID-19". Updated 13th April 2022. (available on gov.uk) and Making Music 'Living with Covid - rehearsals' 24th March 2022 (available on makingmusic.org.uk)
2. The guidance outlines the following key actions covered in this risk assessment
 - a. Include managing the risk of respiratory and other illnesses within an organisations general health and safety risk assessment
 - b. Encourage Members to be vaccinated for covid and flu.
 - c. Ensure fresh air and ventilation
 - d. Encourage good basic hygiene: catch it, bin it, kill it (clean surfaces and hands regularly)
 - e. Wear masks in high risk situations eg. crowded/enclosed spaces, high prevailing rates of illness, vulnerable people. - if no masks when singing consider 1m around each singer
 - f. Explain, listen and communicate

RISK ASSESSMENT

#	Risk	Likelihood	Severity	Risk value	Mitigation	Likelihood	Severity	Risk value	Owner	Action
1	Risk of infection from members with Covid.	2	5	10	Request members do not attend if unwell in anyway. Or, have been in close contact with someone who has tested positive for covid Encourage members to be fully vaccinated Members should use LFT's or PCR tests prior to rehearsals if they prefer.	1	3	3	Chairman and Committee	Email to members and ongoing communication on web site/email/verbal.
2	Possible congregation of people at entrance/exit etc.	5	2	10	Ask members to respect each others personal space and avoid congregating in entrance areas or thoroughfares. Members can wear face masks when not singing if they prefer.	3	2	6	Line reps	Email to members and ongoing communication on web site/email/verbal.
3	Singing carries risk of airborne virus	4	5	20	Ensure all windows and doors are open prior to, during and after rehearsal Slightly open or intermittently open can be sufficient. Use CO2 monitors if available (aim to remain below 800ppm)	2	5	10	Line reps, Music Director, Committee	Email to members and guidance during rehearsals Use school CO2 monitor provided
4	Prolonged duration of singing increases risk of airborne and droplet transfer	4	5	20	Rehearsals shortened to 60 minutes of singing, about 75 minutes total.	2	3	6	Committee	Also email to members Review for 2022/23
5	Music director and accompanist face singers risking two way transfer of droplet borne virus	5	5	25	Position Music director and accompanist at least 2m from singers.	1	5	5	Committee, Music Director, Accompanist	Confirm arrangements with Music Director and Accompanist.
6	Using school building previously and subsequently used by children creating risk of cross transmission of virus.	4	4	16	Rehearsal commences several hours after the halls prior use - windows open throughout. Room cleaned before choir arrive. School left unoccupied for several hours after rehearsal and cleaned before children arrive, again with windows open.	1	3	3	School/ Committee	Also email to members
7	Indoor hall of fixed and limited size compromising ability to socially distance.	4	4	16	Spread out seating and singers as much as space allows. Focus on space between rows in particular. Goal 1m or greater.	2	2	4	Committee	Also email to members Develop seating plan
8	General touch points chairs, door handles, toilets have potential for contact transfer of virus.	2	4	8	Provide sanitiser and encourage its use at entrance points. Clean all chairs, key touch points and areas necessary before and after rehearsal.	1	3	3	School	Confirmed with School

9	Someone becomes ill at rehearsal	1	5	5	Sick person to leave rehearsal as soon as possible. Consider ending rehearsal once sick person has left.	1	4	4	Alison/ Committee	Email to members and verbal updates. Review real time
10	Risk of transfer on music scores	3	3	9	Pre-planned named seating arrangement with music provided on chairs prior to practice.	1	3	3	Committee, Line Reps and Librarian	Develop seating plan Communicate to members Organise/distribute music
11	Risk of an attendee becoming unwell following a rehearsal and testing positive for COVID	2	3	6	Take attendance register at each rehearsal. Ensure email/contact information up to date and shared with line reps. Members testing positive for covid following a rehearsal encouraged to advise Secretary/Line Reps as soon as possible, Committee to advise other choir members (while respecting confidentiality). Encourage members to follow government guidance and to give consideration to other members.	1	3	3	Committee	"Line Reps complete register (as usual) Members asked to update contact details if necessary (by email)" Update members guidance
12	Risk of several attendees becoming unwell following a rehearsal and testing positive for COVID.	2	4	8	See mitigations for risk # 11, and also: Committee consider cancelling the following rehearsal to provide a firebreak and advise members accordingly.	1	3	3	Committee	Update guidance to members and communicate changes by email and verbally at the next rehearsal. Committee to hold small meeting to agree possibly cancelling rehearsals.
13	Attendees generally at more vulnerable end of age range	4	5	20	All mitigations will aid reduction of risk. Vulnerable members free to make own decisions about attendance. Ensure all members understand ways of working and are encouraged to support.	3	3	9	Committee	Hold mini Committee meetings after first few practices to review. Verbal requests for feedback
13	Uncertainty and concern amongst attendees	4	1	4	Communicate to members to ensure they understand the guidance provided and are encouraged to support it for the safety of themselves and other members Provide access to risk assessment to help reassure members of the consideration given to the issues. Review risk assessment at the end of each of the first few rehearsals and then once a month. Feedback from members to be welcomed and encouraged at all times.	2	1	2	Committee	Email to members and ongoing communication on web site/email/verbal.