

## Corsham Windband Association COVID-19 Risk Assessment June 2021

### Guidance:

Initial things to consider when planning for music in post-pandemic live services

1. Identify and then create the most suitable spaces for music-making.
2. Carry out a risk assessment. Make sure the space will meet requirements.
3. Be realistic when designing your performances.
4. Talk to people. Share the plans. Be positive and proactive.
5. Involve people in the discussion so that they feel ownership.
6. Balance pre-pandemic practices with new ways of working to create a sense of continuity. This will avoid resistance and unsettling the congregation (and the musicians). Some important factors to consider include:
  - Duration of rehearsals (and performances)
  - Standing and seating arrangements (directions as well as spacing)
  - Extra control measures for a conductor – e.g., protective visors
  - Gathering arrangements (including entrances and exits to the building)
  - Handling of music
  - Cleaning of seating, equipment, instruments

### Risk Assessment

Who is at risk?	What is the outline risk?	Controls required	Additional, specific control measures to be implemented	Priority (High/Med/Low)	Action by whom?	Completed – date and name
All members, parents, players	Transmission of virus through close personal	One point of entry into the rehearsal/ performance area to manage the flow of musicians, indicate this with notices, keeping emergency exits available at all times. Where possible use a different entrance and exit.	Parents and carers to remain outside	Hi	MD/ Cttee	11 <sup>th</sup> June 2021 SB/ LT
		Wear masks when not playing		Hi	MD/ Cttee	11 <sup>th</sup> June 2021 SB/ LT
All members, parents, players	Transmission of virus in enclosed space	Buildings have been aired before use. Where possible, doors and windows should be opened temporarily to	Parents and carers to remain outside	Hi	Pound/MD/ Cttee	11 <sup>th</sup> June 2021 SB/ LT

		improve ventilation.				
All members, parents, players	Insufficient cleaning of shared spaces	Agree a cleaning procedure before the event or ensure the venue will take responsibility for adequate cleaning. Complete the cleaning checklist if appropriate		Hi	MD/ Cttee	11 <sup>th</sup> June 2021  SB/ LT
All members, parents, players	Additional risk of infection	Cordon off or remove from public access the area occupied by the musicians, as appropriate.	Parents and carers to remain outside	Hi	MD/ Cttee	11 <sup>th</sup> June 2021  SB/ LT
All members, parents, players	Separated space is not observed for musicians	Survey the area to be occupied by musicians to plan for physical distancing in seats, aisles, and allowing for the safe flow of visitors. Remember 1m plus in all directions from each person.	Parents and carers to remain outside	Hi	MD/ Cttee	11 <sup>th</sup> June 2021  SB/ LT
All members, parents, players	Transmission of virus through close personal contact	Consider bottlenecks such as staircases or narrow corridors. Implement a one-way system.	Parents and carers to remain outside	Hi	MD/ Cttee	11 <sup>th</sup> June 2021  SB/ LT
		Remind performers beforehand about important safe practices. E.g., no physical contact, practice hand washing.		Hi	MD/ Cttee	11 <sup>th</sup> June 2021  SB/ LT
		Remove any items that do not need to be present, particularly those in thoroughfares				
All members, parents, players	Attendee within the group is a virus carrier	Ensure current guidance on self-isolation is emphasised in pre-		Hi	MD/ Cttee	11 <sup>th</sup> June 2021  SB/ LT

		event communications.				
All members, parents, players	Virus spread by hands	Determine placement of hand sanitisers available for musicians to use.		Hi	MD/ Cttee	11 <sup>th</sup> June 2021  SB/ LT
All members, parents, players	Unexpected absence	Make it clear who attendees should contact if they are unable to come		Hi	MD/ Cttee	11 <sup>th</sup> June 2021  SB/ JB
All members, parents, players	Virus transmitted via printed music	Ensure that everyone has their own copy of the music materials. Ideally, these should be brought from home. If music is handed out on the day, ensure the music is distributed and collected by one person wearing disposable gloves and that the music stays with one individual throughout the performance		Hi	MD/ Cttee	11 <sup>th</sup> June 2021  SB/ LT
All members, parents, players	Transmission of virus through close personal contact	Set out chairs in advance, spaced according to guidelines	Parents and carers to remain outside	Hi	MD/ Cttee	11 <sup>th</sup> June 2021  SB/ LT
All members, parents, players	Insufficient cleaning of shared spaces	Responsibility for cleaning the venue has been agreed beforehand. All cleaners provided with gloves (ideally disposable). Suitable cleaning materials have been provided.		Hi	MD/ Cttee	11 <sup>th</sup> June 2021  SB/ LT
All members, parents, players	Risk of infecting others	Confirm person responsible for removing potentially contaminated waste (e.g., hand		Hi	MD/ Cttee	11 <sup>th</sup> June 2021  SB/ LT

		towels) from the site				
All members, parents, players	Attendees unaware of risk and procedures	Make an announcement at the start of the event to highlight the key control measures in place.		Hi	MD/ Cttee	11 <sup>th</sup> June 2021  SB/ LT
All members, parents, players		Make a risk assessment document available online before the event and alert attendees to its presence		Hi	MD/ Cttee	11 <sup>th</sup> June 2021  SB/ JB
All members, parents, players		Identify someone to whom attendees can speak if they have any concerns or questions		Hi	MD/ Cttee	11 <sup>th</sup> June 2021  SB/ JB
All members, parents, players	After known exposure	Follow Public Health England guidance on cleaning in non-healthcare settings. This information is available online		Hi	MD/ Cttee	11 <sup>th</sup> June 2021  SB/ JB

Completed by: Sonia Blandford 11<sup>th</sup> June 2021