

West Harrow Choir



## West Harrow Choir COVID-19 Risk Assessment

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| <b>Safety Risk Assessment For:</b>     | <b>West Harrow Choir rehearsals at St Peter's 2021</b>   |
| <b>Activity Date/Time:</b>             | <b>Monday evenings 8.00-10.15pm starting 13/9/21</b>   |
| <b>Activity Venue/Location:</b>        | <b>St Peter's Church, Harrow, HA1 4DX</b>  |
| <b>Date of Safety Risk Assessment:</b> | <i>08/09/2021. This risk assessment will be updated in accordance with government guidance and any sector guidance published by DCMS or the ABO.</i> |
| <b>Project Description:</b>            |  |
|  | Maintaining social distancing and safe singing for West Harrow Choir sessions.   |

| Identified Hazard   | Control Measures  | Persons at Risk  |
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| <p><b>Layout and set up for sessions</b></p> <p>Coronavirus transmission through aerosol transmission or touching communal surfaces</p> | <p>Following social distancing rule of 1m+ (minimum 1m distance between participants at all times and attention paid to ventilation)</p> <p>Choir leader to be 1m+ distance from singers at all times.</p> <p>All chairs to be cleaned by West Harrow Choir members at the start and end of each rehearsal. Wipes will be available.</p> <p>Choir chairs to be separated by a distance of 1m and not facing each other, and movement during the choir session will be kept to a minimum.</p> <p>Doors and windows to be open where possible to allow maximum ventilation</p> <p>Keyboard instruments to be cleaned before use, and the same player to be allocated to each instrument throughout.</p> | <p>Choir members<br/>Choir leader/s<br/>Choir helpers/volunteers</p> |
| <p><b>Toilets</b></p> <p>Personnel will risk contamination by passing other people when accessing the toilets.</p>                      | <p>Toilets to be cleaned every day by St Peter's cleaning staff.</p> <p>People advised to wash their hands before and after using the toilet.</p> <p>People advised to clean any areas they have touched after use.</p>   | <p>Choir members<br/>Choir leader/s</p>                              |
| <p><b>Music</b></p> <p>The handling of music can risk contamination</p>   | <p>Singers will keep the same pieces of music for the whole project, taking them home at the end of each session.</p>   | <p>Choir members<br/>Choir leader/s</p>                              |
| <p><b>Fire risk or emergency</b></p> <p>Emergency exiting may be slowed by one direction flows in venue or 2 metre distancing</p>       | <p>In an emergency, for example an accident or fire, people do not have to stay 1m apart if it would be unsafe. Face coverings to be used if possible.</p> <p>All fire doors to remain clear and in use. In the event of an evacuation, all direction flows and restricted access to be disregarded.</p> <p>An evacuation will be led by staff from West Harrow Choir and a register will be taken once evacuation has safely taken place.</p>  | <p>Choir members<br/>Choir leader/s</p>                              |

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| <p><b>Personnel</b><br/>Personnel are at risk for contamination of COVID-19 travelling to the venue and moving around the venue.</p>   | <p>West Harrow Choir Leaders will wear face coverings and observe social distancing whilst in communal areas of the building (such as hallways) and whilst not singing or leading singing sessions</p> <p>All participants to be sent the St Peter's risk assessment regarding Covid-19 restrictions.</p> <p>To participate, choir members and leaders must be free of possible symptoms (high temperature, a new and continuous cough or a loss of/change in your normal sense of taste or smell). They will also be asked to take a lateral flow test within 48 hours of the rehearsal, preferably on the day.</p> <p>All choir members told in advance to avoid contact with others including handshakes and hugs.</p> <p>Upon arrival a temperature gun will be used by a member of West Harrow Choir team to test all personnel entering the space. If a temperature of 37.8 or higher is recorded the individual will be asked to leave.</p> <p>Hands to be washed or sanitised on arrival. Sanitiser will be available at the door upon arrival, supplied by St Peter's or West Harrow Choir.</p> <p>All choir members will access the Main Hall using one-way system.</p> | <p>West Harrow Choir Leaders<br/>Choir members</p> |
| <p><b>First Aid</b><br/>Injury or illness of personnel including hospitalisation</p> <p>Risks of trips or falls</p> <p>Participants and staff injure themselves on equipment</p> | <p>It is the responsibility of St Peter's to ensure that a stocked first aid kit is provided and is accessible. West Harrow Choir will have a small first aid kit in their cupboard as well.</p> <p>Social distancing and hygiene practices will be maintained as far as possible, including limiting the number of people assisting a person becoming unwell or injured.</p> <p>If possible, casualty to administer the necessary first aid themselves under supervision of a trained person (i.e. applying their own plasters etc). If a 1m distance is not possible the first aider will wear disposable gloves and use alcohol gel before and after treatment.</p> <p>Any personnel involved in administering first aid will be required to dispose of PPE and wash their hands and face thoroughly afterwards.</p>   | <p>Choir members<br/>Choir leader/s</p>            |