

Merchant Voices

COVID-19 risk assessment for indoor rehearsals in Renfield St Stephen's Church, Bath Street, Glasgow

27th August 2021

Priority area	Transmission risk	Possible mitigations and actions	Other relevant notes
Turn away anyone who should be self-isolating			
	Aerosol, droplet, surface	<p>All choir members should do their own health assessment and stay away if:</p> <ul style="list-style-type: none"> - they have symptoms / feel unwell - tested positive (PCR or lateral flow) - have been told to self-isolate - someone they have close contact with has tested positive - are quarantining after a visit abroad. 	NHS procedures and close contact definition
	Aerosol, droplet, surface	Encourage use of lateral flow tests.	NHS Inform - Covid-19 tests
	Aerosol, droplet, surface	Encourage choir members to think about transport to and from rehearsals. If using public transport, choir members must follow Government guidelines regarding face coverings, and limit touching surfaces as much as possible.	
	Aerosol, droplet, surface	Choir members to wash their hands with soap and water or an alcohol-based sanitiser before and after their journey to and from the rehearsal.	
	Aerosol, droplet, surface	<p>If a choir member becomes unwell during a rehearsal:</p> <ul style="list-style-type: none"> - Member goes home and follows NHS procedures - Anyone who had close contact goes home and follows NHS procedures - Person with symptoms informs committee / close contacts of test results - If positive inform wider attendees and venue. 	NHS procedures and close contact definition

Provide adequate ventilation			
	Aerosol	Doors and windows of rehearsal room to be kept open as much as possible.	
	Aerosol	Rehearsal room ventilated before rehearsals and during breaks.	HSE general guidance on ventilation
	Aerosol	Regular breaks to be taken where possible.	Choir members can leave the rehearsal room and go outside for fresh air during the break if they wish.
	Aerosol	Face coverings to be used at all times, except when choir members are seated. Choir members can choose to wear a face covering when seated if they wish. Choir members to be provided with details of where to purchase face covering inserts designed to be used when singing, if they wish to do so.	The guidance from Making Music on the use of face coverings when singing states that: "The Scottish Government have clarified (9 August) to Making Music that "Performers are exempt [from wearing a face mask when singing] so long as there is either a partition, or 1 metre, between them and other people. It is reasonable to interpret rehearsing as a form of performing. Legally for wind players or singers to not use face masks when performing indoors, then they will need to be 1m distant from other people, or have a partition. (Unless of course they have a medical exemption)."
Clean more often			
	Surface	Venue cleaned before rehearsal / after last use.	Responsibility of Renfield St Stephen's.
	Surface	Hand soap / hand sanitiser provided. Choir members encouraged to bring their own hand sanitiser.	Hand soap provided in toilets. Committee to ensure that hand sanitiser is available upon entrance to rehearsal room.
	Surface	Regular hand washing / sanitising encouraged.	

	Surface	Toilets and common touch points cleaned regularly.	Responsibility of Renfield St Stephen's.
	Surface	Hand sanitiser provided at common touch points (e.g. doors).	Responsibility of Renfield St Stephen's.
	Surface	Choir members to bring their own equipment (sheet music, pencils).	Choir members to bring their own sheet music to each rehearsal, to avoid having to share music with another choir member. Committee to provide spare copies for anyone unable to print their own copy at home.
	Surface	Rubbish bins regularly emptied.	Responsibility of Renfield St Stephen's.
Enable people to check in at your venue			
	Aerosol, droplet, surface	Venue providing relevant Test and Trace information and check-in.	Contact details to be provided on arrival, both to Renfield St Stephen's security staff and to choir committee member upon entrance to rehearsal room.
	Aerosol, droplet, surface	Register of attendees kept - informed if positive case reported.	Committee to keep register of attendance at each rehearsal. Details to be kept for 21 days.
Communicate and train			
	Aerosol, droplet, surface	Risk assessment available online for all choir members to see.	Risk assessment available in members' area of choir website.
	Aerosol, droplet, surface	Simple instructions to be sent to all choir members by email prior to first rehearsal.	See 'Guidance for Members' information available on Members' area of website and distributed to choir members via email.
	Aerosol, droplet, surface	Choir members to follow Renfield St Stephen's procedures, e.g. one way systems, specified entrances/exits.	
	Aerosol, droplet, surface	Committee to verbally remind members of Covid protocol upon entrance to rehearsal room.	

Social distancing / flow of people			
	Droplet	1m social distancing to be maintained by all choir members at all times.	
	Droplet	Limits on number of people in toilets at any one time to be adhered to, as advised by notices provided by Renfield St Stephen's.	
Singing			
	Aerosol, droplet	Choir members to limit volume when singing.	
	Aerosol, droplet	Choir members to be seated 1m apart. Chairs to be set out at an appropriate distance in advance of each rehearsal. If any choir member wishes to be seated more than 1m apart from a neighbour, this should be made known to the committee via email prior to the rehearsal.	
	Aerosol, droplet	Number of attendees at rehearsals to be limited, if required, in order to maintain 1m distancing when seated, plus adequate space around the rehearsal room.	
	Aerosol, droplet	Choir members to be positioned at least 2m from conductor and pianist.	
	Aerosol, droplet	Choir members to be reminded not to talk over the conductor to avoid the need for raised voices.	
	Aerosol, droplet	Choir members to be made aware that they can leave the rehearsal at any time if they feel uncomfortable, or can choose not to attend the rehearsal in person. Rehearsal to be streamed via Zoom where possible to allow choir members to join from home.	
Refreshments			
	Surface	No refreshments to be provided. Choir members to bring their own refreshments if required, which must not be shared with other choir members.	