

Singing Mums- Risk Assessment Form May 2021 - undertaken by Georgina Jakubiak 07584133918

Venue - The Old King's Arms outside area (Leeds)

Rossett School outside the adult learning centre (Harrogate)

Venue contact – Lyndsay Acaster Clarke (Leeds)

Mel Horberry (Harrogate)

Remember:

- ! Identify hazards – anything with the potential to cause harm
- ! Risk – the likelihood of a hazard causing harm and the degree of harm it could cause
- ! List control measures – a series of actions in place that reduce the risk
- ! Action by whom? – who is responsible for ensuring the control measures are followed?

| Activity | What is the hazard? | Who is at risk? | List the control measures in place to reduce the risk | Are any additional requirements needed? | Action by whom? |
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| Singing Mums choir sessions | Exposure to coronavirus and subsequent infection | All | Health of participants: anyone showing symptoms of Covid or any other illness should not attend. Anyone being identified by 'Track and Trace' cannot attend. | <p>If anyone shows Covid symptoms after attending a rehearsal they shall inform their teacher.</p> <p>Singing Mums will provide information about who was at the group/where they sat to track and trace. Teachers to ensure all contact details for all attendees are up to date to provide to track and trace, participants to check into venue using NHS app where</p> | <p>Lauren Elliott and participants.</p> <p>Lauren Elliott / venue</p> |

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| | | | | <p>possible.</p> <p>A register will be taken by the teacher who will also note where participants sit during the class to assist track and trace</p> <p>Pre-booking only</p> <p>Temperature checks will be performed on entry to performance area. Anyone with a temperature of 37.8 degrees C or over will not be permitted to rehearsal.</p> <p>Participants will be encouraged to perform weekly lateral flow tests before sessions. Anyone testing positive will not be permitted to attend.</p> | <p>Lauren Elliott</p> <p>Participants</p> <p>Lauren Elliott</p> <p>Participants</p> |
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| | | <p>Size of group: area will be measured and mapped to ensure social distancing can take place.</p> | <p>Teachers will advise participants where to sit to ensure social distancing.</p> | <p>All</p> |
| | | <p>Social distancing: seats will be put out or marked out at least one metre apart. Participants will use social distancing when moving around the space and asked not to gather in groups.</p> | <p>Participants to wear face masks when using indoor facilities (going to loo / hand washing etc or walking through to outside area.)</p> | <p>All</p> |
| | | <p>Social distancing when entering / queuing to enter the rehearsal space will also be encouraged.</p> | | <p>All</p> |
| | | <p>A short break will be taken half way through the session where participants can use facilities.</p> | <p>Participants will be encouraged not to gather in groups and stay in their seats where possible.</p> | <p>All</p> |
| | | <p>Positioning: face to face singing will be avoided where possible. (It is not reasonably possible for the teacher to avoid facing participants when teaching but this risk will be mitigated by the teacher standing 2 metres from</p> | | <p>All All</p> |

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| | | <p>participants).</p> <p>Hand washing: hand washing facilities will be provided in the venue toilets, participants will be encouraged to use the toilet before attending to minimise usage.</p> <p>Surfaces: measures will be taken to avoid touching the same surfaces.</p> <p>Sharing: No-one will be able to share manuscripts, flasks of drinks etc. Teachers will provide lyrics sheets but encourage participants not to share and bring their own where possible.</p> <p>Payments: All payments will be made in advance, online.</p> | <p>Hand sanitising will be provided and encouraging on entrance and exit.</p> <p>Teachers to prop open doors where possible.</p> <p>Participants will be encouraged to print and bring lyric sheets where possible.</p> <p>Details will be provided to participants by Singing Mums.</p> | <p>All</p> <p>All</p> <p>All</p> <p>Participants</p> <p>Participants</p> <p>Participants</p> |
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| | | | <p>Travel: participants will be advised to not car-share unless they wear masks in their vehicles.</p> <p>Volume: Participants will be encouraged to keep the volume to a lower level to minimise aerosol production.</p> <p>Equipment: All equipment used will be wiped down with antiseptic wipes before and after use including chairs where possible.</p> | <p>Wipes will be provided</p> | <p>Lauren Elliott / venue</p> |
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