

Covid-19 Risk Assessment

Alderley Edge Symphony Orchestra

Risk assessment carried out by: Helen Hall, Peter Webb

Date: 3rd November 2020

People: Players includes the

Setter Uppers are designated orchestra members who are responsible for set up and set down.

Hazards	Who might be harmed and how	Controls	Reference Document	Further action	Status
Orchestra member who is infected	Other orchestra members	Tell orchestra members they should not come if they have symptoms, or are required to self isolate for any reason.	Player Protocol	Finalise the Player Protocol and distribute them. Get acknowledgement that players have read and agree to follow them.	Complete
Orchestra member who is infected	Physical contact with other orchestra members	No hugging or shaking hands.	Player Protocol	Finalise the Player Protocol and distribute them. Get acknowledgement that players have read and agree to follow them.	Complete
Orchestra member who is infected	Droplets or aerosols expelled by orchestra members during talking, sneezing or coughing, which infect another member	Orchestra members encouraged to wear masks at all times in the hut, except wind players while they are playing. Setter Uppers will supply spare masks. Assigned seats which are 2 m apart. Players proceed directly to their assigned seats when they arrive. Players will be asked to register that they will attend the rehearsal, so that numbers can be controlled and seat assignments planned. Setter Uppers will put the relevant parts on the assigned seats with a name tag. Provide ventilation (windows and doors) to reduce possible build up	Player Protocol. Setter Upper Protocol.	Finalise the Player Protocol and distribute them. Get acknowledgement that players have read and agree to follow them. Write the Setter Upper Protocol. Distribute them and get them to acknowledge they have read and agree to follow them.	Complete
Orchestra member who is infected	Droplets or aerosols expelled by wind or brass players infect orchestra members	Brass players will collect and clear up any puddles on the floor. Players will not play louder than mezzo forte. Wind players will put a cover over the end of their instrument.	Player Protocol	Finalise the Player Protocol and distribute them. Get acknowledgement that players have read and agree to follow them.	Complete
Orchestra member who is infected	Infection deposited on surfaces, e.g. light switches, door handles.	Players are requested to stay in their assigned seats unless they have an urgent need to leave them, e.g. going to the toilet. If they have touched any surfaces, players are instructed to wash or sanitise their hands afterwards. Setter Uppers will provide sanitiser. All the lights will be turned on at the start of the evening by the Setter Uppers.	Player Protocol. Setter Upper Protocol.	Finalise the Player Protocol and distribute them. Get acknowledgement that players have read and agree to follow them. Write the Setter Upper Protocol. Distribute them and get them to acknowledge they have read and agree to follow them.	Complete
Orchestra member who is infected	Despite the risk controls which have been put in place, viable routes of infection nevertheless exist.	Limit the playing time to one hour, 20:00 to 21:00.	Player Protocol Setter Uppers	Finalise the Player Protocol and distribute them. Get acknowledgement that players have read and agree to follow them.	Complete
Orchestra member who is infected	Infective material left on music infects Setter Uppers as they collect back the music.	Players will be asked to leave their music on their chair at the end of the evening. Setter Upper who puts the music away will wear gloves or sanitise hands immediately after handling the music.		Finalise the Player Protocol and distribute them. Get acknowledgement that players have read and agree to follow them. Write the Setter Upper Protocol. Distribute them and get them to acknowledge they have read and agree to follow them.	Complete
Infected surfaces in the Scout Hut from previous occupants - light switches, door handles etc.	Orchestra members	Wipe down by Setter Uppers prior to the players arriving.	Setter Upper Protocol	Write the Setter Upper Protocol. Distribute them and get them to acknowledge they have read and agree to follow them.	Complete
Infectious material on the chairs in the Scout Hut from previous occupants.	Setter Uppers are infected when they are setting up the seating.	Setter Uppers to wear gloves when they are setting out the chairs and avoid touching their faces.	Setter Upper Protocol.	Write the Setter Upper Protocol. Distribute them and get them to acknowledge they have read and agree to follow them.	Complete
Infectious material on the chairs at the end of the rehearsal.	Setter Uppers are infected by touching the chairs when they put them away.	Players are asked to wipe down chairs as per protocol and the setter uppers will stack the chairs.	Setter Upper Protocol Player Protocol	Write the Setter Upper Protocol. Distribute them and get them to acknowledge they have read and agree to follow them.	Complete