

Name of choir: Exaltation! Gospel Choir
Venue: St Andrew's Church, Halstead
Date: 16 September 2021

What are the hazards?	Who might be harmed and how?	Controls	What further action do you need to consider to control the risks?	Who needs to carry out the action?	When is the action needed by?
Getting or spreading coronavirus by not washing hands or not washing them adequately	Choir members Musical directors	Encourage use of hand sanitiser at least on entry and exit	Welcome choir members and remind them to use the sanitiser as they enter/exit Hand sanitiser will be provided at each rehearsal To help reduce the spread of coronavirus (COVID-19) reminding everyone of the public health advice - https://www.gov.uk/coronavirus Also reminded to catch coughs and sneezes in tissues – Follow Catch it, Bin it, Kill it and to avoid touching face, eyes, nose or mouth with unclean hands	Choir members Musical directors	Sep 2021 onwards
Getting or spreading coronavirus in common use high traffic areas/areas of congregation	Choir members Musical directors	Remove coffee break Reduced rehearsal time Social distancing on entry and during rehearsal	Members asked to bring their own water	Choir members Musical directors	Sep 2021 onwards
Getting or spreading coronavirus by not cleaning surfaces and equipment	Choir members Musical directors Other church users	Identify surfaces that are frequently touched and by many people, e.g. door handles, light switches and clean on arrival and exit Avoid the need for people to move around the church building as far as possible	Surface wipes and spray will be provided for cleaning doors, light switches and pew spaces occupied by choir members Members encouraged to bring their own existing copies of music. Any new copies distributed from a pickup point	Choir members Musical directors	Sep 2021 onwards

		<p>Cleaning of keyboard before and after use</p> <p>Front door will be left open for the duration of the rehearsal to avoid touching of the handle and to provide ventilation</p> <p>Where possible, song list provided in advance so that limited extra copies of sheet music are required</p> <p>Clean pew areas occupied by choir members before and after use</p>	and taken home to avoid multiple handlings		
Contracting or spreading the virus by not social distancing	Choir members Musical directors	<p>Social distancing on entry and during rehearsal</p> <p>Ensure members are sufficiently spread out</p> <p>Encourage the wearing of face coverings, as per government guidelines</p>	<p>Welcome choir members and remind them to distance on entry/exit</p> <p>Allocate seats and ask them to stay there for the duration of the rehearsal</p>	Choir members Musical directors	Sep 2021 onwards
Poor ventilation leading to risks of coronavirus spreading	Choir members Musical directors	Front door will be left open for the duration of the rehearsal to provide ventilation		Musical directors	Sep 2021 onwards
Track & Trace	Choir members Musical directors	<p>NHS QR code provided on entry, or attendee book for completion by choir members (which will be kept by JMS for 21 days)</p> <p>Symptoms of Covid-19 If anyone becomes unwell with a new continuous cough or a high temperature in the workplace they will be sent home and advised to follow the stay at home guidance.</p> <p>If advised that a choir member or director has developed Covid-19 and attended a rehearsal, the musical directors will contact the Public Health Authority to discuss</p>	Welcome choir members and remind them to either scan the QR code or complete attendee book	Musical directors	Sep 2021 onwards

		the case, identify people who have been in contact with them and will take advice on any actions or precautions that should be taken. https://www.publichealth.hscni.net/			
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