

Covid-19 Risk Assessment for CMA Activities (reviewed December 2020)

Activity at Risk	Management of Risk	Led By	When
4 weeks pilot sessions on Friday and Tuesday evenings and Saturday mornings commencing Friday 25 th September	<ul style="list-style-type: none"> • Management of Risk • Full compliance with current government guidance: • https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/performing-arts • Full compliance with RGS and WHS procedures and guidance to mitigate risk of Covid-19 spread and infection • This specific risk assessment is to be followed in addition to our current policies and all information which is given to parents and participants. 	AR, SS, RGS & WHS Leads	Prior to and throughout activities
Managing expectations of participants and parents and gaining their agreement to comply with additional routines	<ul style="list-style-type: none"> • Close liaison between CMA and RGS and WHS to determine clear guidelines for all participants • Walk through with AR, SS, RGS and WHS Leads to establish one-way systems, appropriate numbers for each designated rehearsal area, allocation of toilets, general cleaning routines & any additional signage needed prior to first pilot session • Guidelines to be distributed to all beforehand, and parents to complete consent forms prior to the activities, full compliance being a requirement of attendance. 	AR, SS & J-MJ, RGS & WHS Leads	
	<ul style="list-style-type: none"> • All sessions reduced in length, beginning at staggered intervals • Sessions to ensure current government social distancing guidelines fully met • No visitors present • Everyone to wear face masks on entering the building until seated/placed in their rehearsal and to replace them at the end of rehearsal, keeping them on until they leave the premises. (As per government guidelines, people with relevant medical conditions and children under the age of eleven are exempt.) • All participants appropriately socially distanced at 2m wherever possible and a minimum of 1m using individual music parts and bringing own music stands • All participants to bring as few personal belongings to sessions as possible. Smaller instrument cases should be kept underneath chairs. • Where possible all participants in side-by-side format, facing in same direction • No sharing of instruments or personal equipment (phones, pencils...) • Individuals assume personal responsibility for disinfecting own equipment. Any cleaning needs to be done at home or, if urgent, outside (e.g. to blow through a blocked octave key). • Safe procedures established for moving general equipment (chairs, percussion...) • Sharing equipment kept to minimum. Labelled with designated users if necessary, 	CMA Session Leaders	

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	<ul style="list-style-type: none"> wiping down contact points when changing users • Percussionists use own sticks • All participants to be assigned to designated seating • Disinfecting routine of chairs to be agreed with RGS & WHS • Maximum ventilation to minimise cumulative aerosol transmission: windows and doors open before arrival & throughout sessions • All condensate (for brass/ww instruments) to be collected in small plastic box with lid/tissues and then appropriately disposed of: players to bring tissues & plastic bag. • Maintenance of good hand hygiene through use of hand sanitisers and ongoing vigilance of leaders 		
Arrival and Departure of participants	<ul style="list-style-type: none"> • Except for Micro Springers and Mini Springers who are very young and need to be accompanied to their session by their parents, only participants permitted to enter building (parents to wait in cars in RGS Uplyme Car Park/WHS front or staff car park on RHS) • Entrance to RGS Quad & Welcome Desks at both sites manned to ensure above • Participants must arrive no more than 10 minutes before their activity and leave immediately afterwards • Parents must agree to their children being collected within 10 minutes of the end of their session • Session times are organised to stagger arrival times • All one-way systems in place to be followed, with additional signage displayed by CMA if necessary • No Tuck Shop or waiting area for parents 	AR& SS, Parent volunteers as appropriate	
Transmission Risk	<ul style="list-style-type: none"> • All leaders and participants give prior agreement to notify CMA of Covid-19 symptoms and must not attend sessions until a clear test is confirmed • CMA to keep seating plans and attendance records of every session to support NHS Track and Trace requests if necessary and to determine whether advice needs to be given to other participants • Any participant exhibiting Covid-19 symptoms during a session will be isolated until they can be collected by a parent or guardian. Parents must agree to early collection if necessary. They should then be encouraged to obtain a test. 	AR & SS	

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