



## **COVID-19 RISK ASSESSMENT: CHILDREN'S MUSIC IN CHURCH**

Updated: 18<sup>th</sup> August 2020

Churches and cathedrals have been permitted to open for purposes of individual private prayer since 13 June. Government guidance currently requires that a risk assessment is carried out for every building and site open to the public. Since 4 July, church buildings have been allowed to reopen, providing physical distancing rules remain in place. As of 15 August, small groups of singers have been permitted to sing in accordance with government guidance; congregations are not allowed to sing.

### **Steps to a safer service:**

- ✓ We have carried out a COVID-19 risk assessment
- ✓ We have cleaning, handwashing and hygiene procedures in line with guidance.
- ✓ We have taken reasonable steps to maintain distancing measures.
- ✓ Where people cannot be distanced, we have done everything practical to manage transmission risk.

Access to church buildings for purpose of youth choir practices						
Who is at risk?	What is the outline risk?	Controls required	Additional, specific control measures to be implemented	Priority (High/Med/Low)	Action by whom?	Completed – date and name
Choir members, Director of music, Chaperone Choir families	Transmission of virus through close personal contact	Choose one point of entry into the church to manage the flow of your musicians and indicate this with notices, keeping emergency exits available at all times. Where possible use a different entrance and exit to the congregation or other attendees.	Main church entrance (north porch) to be used at all times. Youth Choir rehearsals will take place at a time when the church is not otherwise in use or open for visitors.  Choir families to drop at door and wait outside the door at the end.	Med	PW/RCL	
Choir members, Director of music, Chaperone Choir families	Transmission of virus in enclosed space	Buildings have been aired before use. Where possible, doors and windows should be opened temporarily to improve ventilation.	The Choir vestry is too small to be used safely by groups and will not be used except for access to music and access to the toilet by children during choir practice. A maximum of two persons to be in there at any one time, preferably just one, to gather up or put away music (PW or RCL). Clear instructions issued to all musicians and choir families.  A notice will be placed on the door (from the vestry lobby).  Airing of church covered in CHURCH RISK ASSESSMENT	High	PW/RCL	Notice to be created
Choir members, Director of music, Chaperone	Insufficient cleaning of shared spaces	Review the CofE guide on cleaning church buildings, which can be found <a href="#">here</a> .	See CHURCH RISK ASSESSMENT			

Choir members, Director of music, Chaperone Choir families	Additional risk of infection	Cordon off or remove from public access the area occupied by the musicians, as appropriate.	Youth Choir will rehearse in church at a time when it is not otherwise in use. Choir vestry not to be used by choristers except for access to the toilet.	High	PW/RCL	
Choir members, Director of music, Chaperone Choir families	Separated space is not observed for musicians	Survey the area to be occupied by your musicians to plan for physical distancing in seats, aisles, and allowing for the safe flow of visitors. Remember 1m plus in all directions from each person.	During practices choristers to be seated in the front pews of the north aisle, 1m+ apart, on labelled spots in which they will be told to stay.  Instructions about how to leave at the end.	High	PW/RCL	
Choir members, Director of music, Chaperone Choir families	Transmission of virus through close personal contact	Consider bottlenecks such as staircases or narrow corridors. Will you need to implement a one-way system?	Choir vestry a major concern. Not to be used except by PW and RCL to collect music and by one child at a time for access to the toilet.  Strict maximum two people at once in the room, preferably one.	High	PW/RCL	
Choir members, Director of music, Chaperone Choir families	Transmission of virus through aerosol	Reduce dose of potential aerosol generation by singers	(a) limiting number of singers to around 15. Divide into two groups if there are more children. (b) limiting volume and so extent of potential aerosol spread by appropriate music choice.	High	PW/RCL	
Choir members, Director of music, Chaperone		Remind your performers beforehand about important safe practices. E.g. no physical contact, practice hand washing.	Instructions circulated to all choir families and repeated before each practice	Med	PW/RCL	

Choir members, Director of music, Chaperone		If the church has been used in the last 72 hours, ensure high-risk surfaces and touch points have been wiped with appropriate sanitiser spray or disposable wipes.	See CHURCH RISK ASSESSMENT  Action here depends on the timing of practices (TBC)	High	PW/RCL	
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Choir members, Director of music, Chaperone		Where there are toilet facilities, ensure an adequate supply of soap and disposable hand towels, and a bin for towels.	See CHURCH RISK ASSESSMENT Door from Choir Vestry to toilet lobby to stay open during rehearsal to minimise handling of door furniture.	High	PW/RCL	
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Ensuring participants' safety						
Who is at risk?	What is the outline risk?	Controls required	Additional, specific control measures to be implemented	Priority (High/Med/Low)	Action by whom?	Completed – date and name
Choir members, Director of music, Chaperone Choir parents	Attendee within the group is a virus carrier	Ensure current guidance on self-isolation is emphasised in pre-event communications.	Noted.	High	PW/RCL	
Choir members, Director of music, Chaperone	Virus spread by hands	Determine placement of hand sanitisers available for your musicians to use.	Ensure hand sanitiser is available in the Choir vestry for those who need to access it to fetch music. Choristers to use those already present in the Church	Med	PW/RCL	
	Unexpected absence	Make it clear who attendees should contact if they are unable to come.	PW is the point of contact by phone for absences, as has been our practice before.	Low	PW	
Choir members, Director of music,	Virus transmitted via printed music	Ensure that everyone has their own copy of the	PW and/or RCL to lay out each child's set of music beforehand and	High	PW/RCL	

Chaperone		music/worship materials. Ideally, these should be brought from home. If music is handed out on the day, ensure the music is distributed and collected by one person wearing disposable gloves and that the music stays with one individual throughout the performance.	collect them up again at the end, using gloves and/or hand-sanitising on both occasions.  Sets of music for each chorister in named folders/bags.			
Choir members, Director of music, Chaperone	Virus transmitted through sharing of items	Ask attendees to bring their own writing implements (for marking music etc.)	To be included in the instructions circulated to all choir families and repeated in communications before each practice.	Med		19.9.20 PW
Director of music	Virus transmitted via (keyboard) instruments	Minimise the number of people playing the piano or organ during the service. Ideally, have only one accompanist.	A single accompanist as far as possible.	High	PW	
Director of music	Virus transmitted through sharing of items	Disinfect the piano: This must be done with a soft cloth sprayed with disinfectant. Disinfectant must not be applied directly to instruments.	Disinfecting kit to be created specifically for the instruments, for use by those who have been playing the instrument.	Med	PW	
Choir members, Director of music, Chaperone	Transmission of virus through close personal contact	Consider using a larger space for robing if the vestry is small.	There will be no robing since it is difficult to envisage another suitable space at present.	Low	PW/RCL	
Choir members, Director of music, Chaperone	Transmission of virus through close personal contact	Arrange a larger space than would usually be required for 1:1 coaching/small group work.	No practices in the choir vestry, only in the church, at times when it is not being used for a service. Enquire into the possibility of using the Hall if a practice clashes with a	High	PW	

			something happening in church.			
Choir members, Director of music, Chaperone	Transmission of virus through close personal contact	Set out chairs in advance, spaced according to guidelines. If using fixed pews or choirstalls, indicate with signs those to be used, spaced according to guidelines.	During practices choristers to be seated in the front pews of the north aisle, 1m+ apart, on labelled spots in which they will need to be told to stay.	High	PW/RCL	
Choir members, Director of music, Chaperone	Transmission of virus through close personal contact	If using choirstalls, consider moving the conductor so that they are not so close to the singers at the end of the row.	PW at the piano, at least 2 m away from the choir stalls.	High	PW	

Cleaning checklist						
Who is at risk?	What is the outline risk?	Controls required	Additional, specific control measures to be implemented	Priority (High/Med/Low)	Action by whom?	Completed – date and name
Choir members, Director of music, Chaperone	Insufficient cleaning of shared spaces	Responsibility for cleaning the venue has been agreed beforehand. All cleaners provided with gloves (ideally disposable). Suitable cleaning materials have been provided.	See CHURCH RISK ASSESSMENT			
Choir members, Director of music, Chaperone	Risk of infecting others	Confirm person responsible for removing potentially contaminated waste (e.g. hand towels) from the site.	See CHURCH RISK ASSESSMENT			

Someone becoming ill during the event (whether related to COVID-19 or not)						
Who is at risk?	What is the outline risk?	Controls required	Additional, specific control measures to be implemented	Priority (High/Med/Low)	Action by whom?	Completed – date and name
Choir members, Director of music, Chaperone		Consider whether it is necessary to appoint a trained first aider (and a deputy).	Noted. Is this covered in the CHURCH RISK ASSESSMENT?	Low	PW/RCL	

Unawareness of control measures amongst attendees						
Who is at risk?	What is the outline risk?	Controls required	Additional, specific control measures to be implemented	Priority (High/Med/Low)	Action by whom?	Completed – date and name
Choir members, Director of music, Chaperone	Attendees unaware of risk and procedures	Make an announcement at the start of the event to highlight the key control measures in place.	Noted	Med	PW	
		Make a risk assessment document available online before the event and alert attendees to its presence.	Noted. Risk assessment will be circulated to all choir families when it has been approved by the PCC	Med	PW	
		Identify someone to whom attendees can speak if they have any concerns or questions.	Noted	Med	PW	

After a known exposure						
Who is at risk?	What is the outline risk?	Controls required	Additional, specific control measures to be implemented	Priority (High/Med/Low)	Action by whom?	Completed – date and name
Choir members, Director of music, Chaperone		If possible, close the building for 72 hours.	See CHURCH RISK ASSESSMENT			

Choir families						
		If closure is not possible then follow Public Health England guidance on cleaning in non-healthcare settings. This information is available <a href="#">online</a> .				
		If the building has been quarantined for 72 hours, then carry out cleaning as per the normal advice on cleaning.				
			PW/RCL to maintain list of choristers and their contact details, and keep a weekly register, for the purposes of track and trace.	Med	PW/RCL	

**Church: St Andrew's Chesterton**

**Assessor's name: Peter Wadl and Rosalind Love**

**Date completed: 19.09.20**

**Review date: ongoing**