

No.	Activity	Description of Risk	Notes/Mitigation Measures
1.	Entering the hall and setting up	<ul style="list-style-type: none"> • congestion • fomite and aerosol transmission 	<ul style="list-style-type: none"> • volunteers to arrive at 7.15 to set out chairs • hygiene: cleaning/sanitising products to be available • orchestra members to clean chairs before and after • instrument cases to be kept in the player's chair area on arrival • doors will be opened to air the hall from 7.15pm
2.	Track and trace	<ul style="list-style-type: none"> • occurrence of Covid-19 	<ul style="list-style-type: none"> • a register will be set up in advance with contact details of players (email and mobile phone) – see Table 3 • members will tick the register during the course of the evening • the Secretary will be notified immediately by an individual known to become infected • other members will be contacted accordingly
3.	Ensuring good air quality	<ul style="list-style-type: none"> • cumulative aerosol transmission 	<ul style="list-style-type: none"> • fire doors will be opened to air the hall • doors will remain ajar throughout the rehearsal • windows will be opened • rehearsal length will be shortened • rehearsal will be structured in two 45 minute halves with a break in between
4.	Music distribution	<ul style="list-style-type: none"> • fomite transmission 	<ul style="list-style-type: none"> • parts will be numbered and allocated to individuals • players will retain their part throughout the term • red folders will not be used
5.	Break	<ul style="list-style-type: none"> • congestion, discomfort 	<ul style="list-style-type: none"> • players will have the opportunity to go outside during the break • refreshments will not be provided but people may wish to bring their own • two toilets are available
6.	Seating and distancing	<ul style="list-style-type: none"> • aerosol/droplet transmission 	<ul style="list-style-type: none"> • 34 players (10 wind/brass and 24 strings) plus conductor will occupy the hall area of 9m x 14.6m = 131 square metres. • chairs will be arranged aiming for a gap of 1m – 2m between chair edges • players will not be facing each other • the conductor will be 2 metres+ distant from strings and 5 metres+ from wind/brass • special requirements will be accommodated for individuals (enhanced spacing, proximity to air flow) and seating formation will be agreed at the first rehearsal
7.	Leaving the building	<ul style="list-style-type: none"> • general security • fomite transmission to other users 	<ul style="list-style-type: none"> • volunteers will shut doors and windows • volunteers will wipe down touched services after the rehearsal • the key holder (Liz Cleary) will lock the hall

Table 2. Information and Code of Practice for DSO Members During Rehearsals: September 2020

Activity	Information and Practice
Travel to St Paul's, Herne Hill, Church Hall	<ul style="list-style-type: none"> • Nearest Station: Herne Hill; Good bus connections • Off street parking available (no restrictions in evening) • 5 parking spaces outside church (reserved for people with large instruments)
On arrival (7.30pm)	<ul style="list-style-type: none"> • tick register during the evening. The register will contain contact information, retained by the Secretary of DSO.
Track & Trace	<ul style="list-style-type: none"> • please contact the Secretary if you show symptoms or test positive for coronavirus (COVID-19) to enable the NHS test and trace process to be triggered https://www.gov.uk/guidance/nhs-test-and-trace-how-it-works
Setting up the hall	<ul style="list-style-type: none"> • seats will be set out in advance (volunteers to arrive 7.15pm) • at the first rehearsal there will be some necessary rearrangement of seating, taking into account lines of sight etc • disinfectant wipes/products will be available • please wipe down the chair before and after use • Bring your own music stand
Seating and spacing	<ul style="list-style-type: none"> • the conductor will be at least 2 metres away from strings and at least 5 metres distant from wind/brass • players will occupy spaces that are nearly 4 sq metres on average • instrument cases will be stored under/beside your chair where possible • some players may wish to be at least 2m from another player; this can be accommodated for one or two people on request
Ensuring good air quality	<ul style="list-style-type: none"> • Ventilation is very good. Doors and windows will be opened to allow fresh air to circulate
Music distribution	<ul style="list-style-type: none"> • you will receive your own set of parts at the first rehearsal • red folders will not be used • the music is yours for the term
Breaks	<ul style="list-style-type: none"> • There will be no refreshments, so please bring your own • two toilets are available • the rehearsal will consist of two 45 minute halves with a break in between
Heating	<ul style="list-style-type: none"> • the church administrator, Mr David Garwood, will ensure that heating is switched on in advance
Leaving the building	<ul style="list-style-type: none"> • there is a single entrance/exit; we will aim to avoid congestion
Cleaning the building	<ul style="list-style-type: none"> • St Paul's Herne Hill parish has conducted its own risk assessment for the church hall, as part of the government requirement to be Covid-secure. The hall is cleaned thoroughly each Saturday by parish cleaners (regular deep clean). It has introduced an additional light cleaning regime to include daily wipe down of all touched services & areas visited; cleaning by on duty personnel. • DSO volunteers will clean touched services (door knobs and light switches) at the end of each rehearsal.
Securing the building	<ul style="list-style-type: none"> • the key holder is Liz Cleary, Treasurer. She will lock up at the end of the rehearsal

Dulwich Symphony Orchestra – Risk Assessment and Information for Rehearsal Sessions 20 September 2020

Guidance:

- **Overview:** Clubs or groups can begin to meet again in COVID-19 secure venues and non-professionals can now engage in playing wind and brass.
- **The Rule of Six:** <https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/performing-arts> *“non-professional performing arts activity, including choirs, orchestras or drama groups can continue to rehearse or perform together where this is planned activity in line with the performing arts guidance and if they can do so in a way that ensures that there is no interaction between groups of more than 6 at any time. If an amateur group is not able to ensure that no mingling takes place between these sub-groups of no more than 6 (including when arriving at or leaving activity or in any breaks or socialising) then such non-professional activity should not take place.”*
- **Social distancing:** <https://www.gov.uk/government/publications/coronavirus-covid-19-meeting-with-others-safely-social-distancing/coronavirus-covid-19-meeting-with-others-safely-social-distancing>:
 - *“HANDS - Wash your hands regularly and for 20 seconds”* – note: hand sanitiser is provided in the rehearsal
 - *“FACE - Wear a face covering in indoor settings where social distancing may be difficult, and where you will come into contact with people you do not normally meet”*
 - *“SPACE - Stay 2 metres apart from people you do not live with where possible, or 1 metre with extra precautions in place (such as wearing face coverings or increasing ventilation indoors)”*

The Venue:

- St Paul’s Church Hall, Herne Hill, is the new rehearsal venue for Autumn 2020.
- **Description:** Dimensions 14.6 metres long x 9 metres wide. Area = 131 square metres. One main entrance (also used for exit). 2 double doors at end of hall that can be opened. Transom windows either side of the hall can also be opened. Fold up chairs available. Has been subject to its own risk assessment.

Proposed Seating Plan:

- Maximum 10 wind/brass (2.2.2.2 – 2.0.0.0) and 24 strings (7.6.6.4.1)
- The conductor will be 2 metres distant from strings and at least 5 metres away from wind/brass (with 8 square metres of space)
- On average each player will have just under 4 square metres of space. The distance between each player will be between 1 and 2 metres.
- It will not be possible to give 2 metres physical distance to each player, but it will be possible to enable a few individuals to sit 2 metres away from the nearest player.
- Ventilation is a strong point of this venue. It does mean, however, that the person(s) nearest the door will be in a draught.
- Seating plans shown in Layout A and Layout B vary only the facing-direction of the orchestra.

Impact of Rule of Six:

- The orchestra will be seated at 1m+ distance from each other. The Rule of 6 means that socialising outside our own sections (limited to 6 people) is illegal. This will be clarified at the first rehearsal.

Tessa Crilly, DSO Secretary, 20 September 2020

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