

## RISK ASSESSMENT

### COVID-19 Secure Brass Band Rehearsals, Contests and Performances

This risk assessment template is designed to cover many different scenarios and risk mitigations in running a brass band rehearsal/performance/event in a way that ensures that the activity can be carried out in line with Health and Safety legislation. This guidance is non-statutory and organisations might find alternative mitigations suit their setting better. BBE recommends that each risk shown is addressed in your own risk assessment even if alternative methodology to minimise the risk is used. Not every point will be applicable in every situation and, as such, acknowledging the risk is not applicable is acceptable which might be the case particularly for outdoor events.

This is designed to act as a starting point to support you in creating your own risk assessment that deals with the specifics of your activity. Please also note that this deals specifically with the risks associated with COVID-19 and not items that should be covered under usual risk assessments, such as slips, trips and falls. This risk assessment is not exhaustive and should be added to in order to create an assessment specific to your activity.

N.B. Under Health and Safety legislation volunteers have the same right to carry out their work in a safe environment as employees and this will bring most brass band activity within scope of the health and safety legislation. The Government has issued guidance (Working safely during coronavirus (COVID 19): guidance from Step 4 events and attractions) to help understand what these additional risks are, but you are required to put appropriate mitigations in place to reduce these risks.

It is also important to assess the impact of any mitigations on any participants who might have protected characteristics such as those with limited mobility in alternative facilities or those who might have compromised immune systems that could be put at increased risk if, for example, spacing is reduced.

Band name	Person undertaking assessment	Date of assessment	Date of next review
Coppull and Standish Band	Martin Trumble	16/09/2021	1 Nov 2021 (or sooner if Government advice changes)

## Scope of activity, location and time

The key principles underpinning this risk assessment are:	Date/time of rehearsal	Location
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To take all reasonable measures based on the latest advice and guidance to limit the risk of infection and transmission of Coronavirus for all members of the band in rehearsals.

To fulfil the expectations around the resumption of playing activities, W\*



## Associated guidance

### Government guidance:

DCMS Performing Arts guidance

<https://www.gov.uk/guidance/working-safely-during-covid-19/events-and-attractions>

### Brass Bands England guidance:

<https://www.bbe.org.uk/what-we-do/covid-19-advice-guidance-and-resources>

What are the hazards?	Who is at risk and how would they be harmed? (e.g. members, public, contractors - transmission of virus etc.)	What is currently done to reduce/control the risk?	Risk level (High, Medium, Low)	What more can be done to reduce any risk?	Action by whom and by when?
<b>General risks and considerations that must be accounted for</b>					
<b>Attendees bring COVID-19 into the venue</b>	All in attendance transmission of virus	Band members or audiences should self-isolate if they or someone in their household has a new, persistent cough; a high temperature; or loses/has changes to their sense of taste or smell, even if these symptoms are mild. These cases should follow a PCR test as soon as possible. They must also self-isolate if they or someone in their household has had a positive COVID-19 result, or if they have been told to self-isolate by NHS Test and Trace. If you know that someone is self-isolating, you must not ask or make them come to work. It is an offence to do this.	H	Ask all players secondary school age and above to carry out a lateral flow test before each rehearsal	All players
<b>Transmission of the COVID virus</b>	All In Attendance. The different ways the virus can spread  You will need measures to reduce the risk of each type of transmission	<ul style="list-style-type: none"> <li>● Use a nominated single point of contact to liaise with Local Public Health Teams on behalf of the band and its members</li> <li>● <b>Aerosols</b> Increase ventilation either mechanical or passive. Use ventilation systems where available, open doors and windows and passive vents. Use outdoor space wherever possible.</li> <li>● <b>Droplets</b> Reduce contact between people. Increase the space between participants, reduce activity time</li> <li>● <b>Surfaces</b> Use hand sanitiser frequently particularly with shared objects like stands, Music or drumsticks. Maintain increased regular cleaning of surfaces. Provide additional handwashing facilities.</li> </ul>	H	Review use CO <sub>2</sub> monitoring to ensure ventilation is sufficient for the number of users. If ventilation cannot be increased, consider restricting numbers.	G. McGinty 1 <sup>st</sup> Nov 2021
<b>Varying activity in different</b>	All in attendance.	<ul style="list-style-type: none"> <li>● You might need different measures for</li> </ul>	H	Fire escape and all	

<b>spaces creating unplanned risks</b>	Different groups with different numbers, length of activity or differing facilities could increase risks previously considered for the average set ups.	<ul style="list-style-type: none"> <li>different groups at different times in different areas.</li> <li>Particularly consider larger groups, Smaller or poorly ventilated spaces and activity that might keep participants in enclosed spaces for longer periods of time</li> </ul>		windows to be open throughout rehearsal	
<b>Managing Risks in Unusual spaces</b>	All users This includes small teaching rooms, libraries, Backstage areas or adjudicator boxes which might pose increased risk compared to the general space used for activities	<ul style="list-style-type: none"> <li>Consider limiting numbers in such spaces in ventilation cannot be increased</li> </ul>	H	Players limited to 1 band so that numbers in the main band are not too big for the space available	
<b>Security</b>	Consider any new security risks to either members or the public as a result of altered practices	<ul style="list-style-type: none"> <li>Are additional measures taken to ensure windows and doors not previously used are secure at the end of activity</li> <li>Are there security concerns if audiences are using public spaces</li> </ul>	M	Limit number of parents to 1 per player.	
<b>Managing the workforce</b>	Transmission to all	<ul style="list-style-type: none"> <li>Require members to pass a negative lateral flow test to attend</li> <li>Encourage participants to get the vaccine</li> </ul>	H		
<b>Outbreak in the band</b>	All in attendance	<ul style="list-style-type: none"> <li>Have a system to be able to identify close contacts (increasing spacing will reduce the number of close contacts</li> <li>Have a single point of contact to report to the local authority health team</li> <li>Tell close contacts to self-isolate if instructed to by the local public health team</li> <li>Have a plan of when to suspend activity</li> <li>Thoroughly clean facilities if there is a confirmed case</li> <li>Follow the instructions from the local health team if they declare an outbreak</li> </ul>	H	Register taken for each rehearsal	
<b>Risks highlighted by the events research programme</b>	All users Particular risks include. Local prevalence of the virus, Venue	Avoid the combination of any listed risks and reduce any that exist in isolation.	H		

	<p>environment i.e. small spaces, Attendee behaviours and travel. Combinations of these risks present significantly increased risk.</p>				
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**Location**

Indoor events pose significantly increased risk compared to outdoor risks.  
 If outdoors consider

		in pre event communication			
<b>Activities Specific Recommendations from BBE</b>					
<b>Risks to more vulnerable members</b>	Those with weakened immune systems or health risks or caring for those with increased risk transmission of virus	Make members aware that attendance is not compulsory to prevent inadvertently pressuring members who, for their own reasons, would be best not attending.  Ensure that reasonable adjustments are made for those with protected characteristics i.e. increased spacing to protect those who are immune compromised	M/H		
<b>Close proximity</b>	All in attendance transmission of virus. Close proximity increases the risk of transmission and the likelihood of forming close contacts who might be required to self-isolate. The spray of emptying water keys only becomes a droplet risk when in close proximity.	Rehearsal space is checked to ensure that social distancing can be maintained. BBE recommends that 1m distancing can be used where other mitigations can be provided such as increased ventilation, reduced numbers, CO <sub>2</sub> Monitoring, Screens barriers or reduced activity time. If these are not possible, consider increasing spacing as much as possible.	H	1M distancing maintained for Learner Band. Not possible for other bands due to space limitation, but spaced out as much as possible. Ventilation break during main band rehearsal which is longer. Learner rehearsals are 60 minutes.	
<b>Playing facing each towards other members increases transmission risk</b>	All in attendance transmission of virus	Use side-to-side positioning (rather than face-to-face) whenever possible.	L		
<b>Transmission of COVID-19 as aerosols in enclosed spaces</b>	All in attendance transmission of virus	Where possible, rehearsals will be held in outdoor spaces.	L	Not possible from September onwards due to light availability	
<b>Close proximity for longer than necessary</b>	Individual operating sign-in transmission of virus	An expected attendance list is created in advance of rehearsal.	L		
<b>Close proximity for longer than necessary</b>	Individual operating sign-in transmission of virus	Group membership and contact details collected in advance for contact tracing so not collected in person to limit contact from interactions.	L		
<b>Transmission of COVID-19</b>	Persons sharing objects	Minimise the sharing of items such as Music	L	Each player to have own	A. Southw

via contact with surfaces		Stands, Instruments, Water cloths		music folder.	orth / M.Trumble 1 <sup>st</sup> Nov 2021
<b>Transmission of COVID-19 via contact with surfaces</b>	All in attendance transmission of virus	Regular and increased cleaning to be followed. Especially in high contact areas such as door handles, chairs, stands and switches	L		
<b>Transmission of COVID-19 via contact with surfaces</b>	All in attendance transmission of virus	Reduce the contact of passing out music to a minimum if possible digital copies should be sent in advance and can be printed at home (in accordance with copyright legislation) or viewed on a tablet/electronic device.  If not possible music will be distributed by a single person with regular hand sanitisation and with the minimum amount of contact	L		
<b>Transmission of COVID-19 as aerosols in enclosed spaces which increases with time in enclosed spaces</b>	All in attendance transmission of virus	Taking steps to improve ventilation and, whenever possible, through the use of mechanical systems and opening windows and doors.	H		
<b>Transmission between members through close proximity and congregating before arrival</b>	All in attendance transmission of virus	Members should arrive separately and, after signing in, move directly to their designated seats to maintain spacing throughout the time in the venue, avoiding congregating at the entrance.  <b>SIGNING IN REGISTER TO BE RETAINED FOR 28 DAYS</b>	L/M		
<b>Transmission on surfaces between members</b>	All in attendance transmission of virus	Before arriving at the venue, members should sanitise their hands before entering. Further supplies of hand sanitiser should be made available at the venue. Members reminded to carry hand sanitiser in their instrument cases.	L		
<b>Transmission via surfaces</b>	All in attendance	Toilets should be operated on a one in, one out	M		



<b>and aerosols through using and flushing toilets</b>	transmission of virus	policy to avoid risks from transmission in small enclosed spaces.			
<b>Touching surfaces after using the toilet leading to transmission</b>	All in attendance transmission of virus	Band members should ensure thorough hand washing/use of hand sanitiser when touching surfaces (e.g.	M		
<b>Touching surfaces after using the toilet leading to transmission</b>	All in attendance transmission of virus	Soap and disposable towels should be made available.	L		
<b>Touching surfaces after using the toilet leading to transmission</b>	All in attendance transmission of virus	Hand sanitiser should be made available.	L		
<b>Transmission via surfaces and aerosols through using and flushing toilets</b>	All in attendance transmission of virus	Clean toilets during event / frequent wipe down of surface.	M		
<b>Aerosol transmission increasing with time through accumulation</b>	All in attendance transmission of virus	Keeping the activity time involved as short as possible.  hour if there is not sufficient ventilation for the space/number of users.	L/M		
<b>Transmission on surfaces between members</b>	All in attendance transmission of virus	Avoiding sharing equipment whenever possible and place name labels on equipment to help identify the designated user, for example, percussionists maintaining their own sticks and mallets.	L		
<b>Transmission through aerosols while playing</b>	All in attendance transmission of virus	Use side-to-side positioning (rather than face-to-face) whenever possible.	L		
<b>Transmission through aerosols and droplets while playing</b>	All in attendance transmission of virus	Any discharge of condensate (water) from the instrument <b>must</b> be made <b>entirely</b> into the cloth that the individual player has brought, then stored in the bag which they use to carry the cloth.	L/M		

<b>Transmission between members on surfaces</b>	All in attendance transmission of virus	Don't provide refreshments. Ask participants to bring their own if necessary.	L		
<b>Subsequent transmission by members if caught at the venue</b>	General Public transmission of virus	If someone at the event develops symptoms after the event identify close contacts and report to the local health team for instruction.	H		