



RISK ASSESSMENT: UPDATED 3 MARCH 2022 (see p 21 for updates)
COVID-19 Secure Rehearsals

This risk assessment is designed to cover many different scenarios and risk mitigations in running ensemble rehearsals and individual instrumental tuition in a way that ensures that the activity meets the standards of being COVID-19 secure as set out in guidance from the Government and, in particular, the Department for Digital, Culture, Media and Sport.

Please also note that this deals specifically with the risks associated with COVID-19 and not items that are covered under our usual risk assessment, available to view at <https://www.youngmusicmakers.co.uk/policies>. Please note that this is a **dynamic risk assessment** and will be updated regularly as per government guidance and/or new research comes to light.

It is important to stress that while YMM will make every effort to assess and minimise the risk, in-person tuition will never be entirely free of risk of contracting COVID-19 and that by agreeing to in-person lessons, students accept this risk.

Company	Person undertaking assessment	Date of assessment	Date of next review
Young Music Makers	Rebecca Mcchrystal	08 September 2021	Jan 2022 (or sooner if government guidance changes)
Young Music Makers	Susie Agathou	03 March 2022	April 2022 (or sooner if government guidance changes)

Scope of activity, location and time

The key principles underpinning this risk assessment are:	Date/time of rehearsal	Type of rehearsal (select all that apply)	How many in attendance?
<p>To take all reasonable measures based on the latest advice and guidance to limit the risk of infection and transmission of Coronavirus for all students and accompanying adults during Young Music Makers (YMM) in-person activities. To fulfil the expectations around the resumption of playing activities, delivering face-to-face rehearsals ensuring that the rehearsal takes place under COVID-19 secure regulations.</p>	<p>Saturdays, term-time, 0800-1600</p>	<p><input checked="" type="checkbox"/> Small Group <input checked="" type="checkbox"/> Sectional <input checked="" type="checkbox"/> Full Band</p>	<p><1-4> Small Group <5-10> Sectional <11-20> Full Band</p>
<p>If a student, accompanying adults, self-employed contractor or YMM staff member has had a positive COVID-19 test within the last 2 weeks, or if they have experienced any of the following symptoms within the last week:</p> <ul style="list-style-type: none"> ● A temperature above 37.8°C ● A dry persistent cough that has developed during the week ● A loss of taste or smell (anosmia) <p>Or if any member of your household has presented any of the above symptoms within the last 2 weeks:</p> <p>They must not attend YMM and should seek medical advice either by contacting their GP or calling 111 to seek advice.</p>	<p>Location</p> <p>La Sainte Union School, Highgate Road. NW5 1RP.</p>	<p>Who is acting as the event host?</p> <p>Registered business or venue Young Music Makers London Ltd - incorporated non-profit and registered charity.</p>	

Associated guidance

Government guidance:

DCMS Performing Arts guidance

<https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/performing-arts#arts-4-1>

Protective Measures for out of school settings for children

<https://www.gov.uk/government/publications/protective-measures-for-holiday-or-after-school-clubs-and-other-out-of-school-settings-for-children-during-the-coronavirus-covid-19-outbreak/protective-measures-for-out-of-school-settings-during-the-coronavirus-covid-19-outbreak>

Meeting people from outside your household

<https://www.gov.uk/guidance/meeting-people-from-outside-your-household-from-4-july>

Cleaning in a non-healthcare setting

<https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings>

First aid guidance

<https://www.gov.uk/government/publications/novel-coronavirus-2019-ncov-interim-guidance-for-first-responders/interim-guidance-for-first-responders-and-others-in-close-contact-with-symptomatic-people-with-potential-2019-ncov>

Brass Bands England guidance:

<https://www.bbe.org.uk/news/14082020-1018/bbe-offers-sector-support-advice-the-latest-covid-19-pandemic-guidelines-dcms-%E2%80%93>

Music Mark Guidance:

<https://www.musicmark.org.uk/resources/music-unlocked-guidance-for-schools-and-music-providers/>

<https://www.makingmusic.org.uk/resource/can-group-get-back-in-person>

MU Guidance:

<https://www.musiciansunion.org.uk/Home/Advice/covid-19/music-teaching#England>

La Sainte Union risk assessment.

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	By when?
PLANNING AND PREPARATION OF THE REHEARSAL SPACE						
1. INDIRECT TRANSMISSION OF CORONAVIRUS THROUGH SURFACE CONTAMINATION 1a) preparation of building.	All in attendance	<p>LSU will manage the provision of handwashing sanitisers, a full Friday evening clean after school.</p> <p>From LSU risk assessment: “National framework requirement:</p> <p>Decide the approach to enhance hygiene (for example, toilet use, hand washing) and decide on policy related to usually shared items (for example, books, toys, practical equipment).</p> <p>Actions (hygiene)</p> <p>Ensure adequate supplies of soap, paper hand towels and hand sanitiser, with stock monitoring and re-ordering procedures set up.</p> <p>Ensure soap and hand towels are regularly topped up at all washing stations.</p> <p>Provide suitable and sufficient rubbish bins for hand towels with regular removal and disposal.</p> <p>Ensure proper handwashing and hand sanitiser technique are prominently displayed at all stations, as directed by NHS guidance.</p> <p>Site staff to clean the hand washing facilities between 12 and 1pm, cleaning company to clean them once a day.</p> <p>Alcohol hand sanitiser provided at reception / entrance/ exit and should be used by all persons when entering/leaving.</p> <p>Tissues will be provided for classrooms. Staff to replenish as needed.</p> <p>Ensure bins are provided for tissues in every classroom.</p> <p>Ensure catch it, bin it, kill it message is displayed, discussed and understood in each class. Staff / students to use tissues when coughing or sneezing and then place the used tissue in the bin before washing hands.</p>	L		LSU (replenish supplies on Friday and after- hours cleaning)	Ongoing each week

<p>1. INDIRECT TRANSMISSION OF CORONAVIRUS THROUGH SURFACE CONTAMINATION</p> <p>1b) Actions enhanced cleaning schedule of building</p>	<p>All in attendance</p>	<p><i>National Framework requirement: Decide what an enhanced cleaning schedule looks like and how it will be implemented in your school (for example, how often, when/if an additional clean is necessary) and how you will ensure sufficiency of supplies.</i></p> <p>Actions (cleaning) A cleaning schedule will be implemented throughout the site, ensuring that frequent contact points, e.g. door handles, taps, flush handles, toilet door handles, bannisters, etc. are all thoroughly cleaned and disinfected regularly.</p> <p>Thorough cleaning of rooms at the end of the day.</p> <p>Cleaning protocol is as follows: Hard surfaces to be cleaned using standard cleaning products and disposable cloths / paper towels throughout day.</p> <p>For a deep clean / disinfection (e.g. following a suspected case) use a combined detergent disinfectant solution at a dilution of 1000 parts per million (ppm) available chlorine (av.cl.) or a neutral purpose detergent followed by disinfection (1000 ppm av.cl.). See PHE advice the COVID-19: cleaning of non-healthcare settings guidance</p> <p>Manufacturer's instructions for dilution, application, PPE and contact times for all detergents and disinfectants to be followed.</p> <p>When cleaning a contaminated area Cleaning staff to:</p> <ul style="list-style-type: none"> ● Wear disposable gloves and apron ● Wash their hands with soap and water once they remove their gloves and apron ● Fluid resistant surgical mask if splashing likely 	<p>M/L</p>		<p>YMM: high contact points including musical instruments</p> <p>LSU: Friday evening clean</p>	<p>Ongoing each week</p>
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<p>Attendees bring COVID-19 into the venue</p>	<p>All in attendance – transmission of virus</p>	<p>Attendees are asked not to attend if they have any likelihood of having the disease.</p> <p>If attendees have had a positive COVID-19 test within the last 2 weeks, or have experienced any of the following symptoms within the last week:</p> <ul style="list-style-type: none"> ● A temperature above 37.8° C ● A dry persistent cough that has developed during the week ● A loss of taste or smell (anosmia) <p>Individuals are not required to self-isolate if they live in the same household as someone with COVID-19, or are a close contact of someone with COVID-19, and any of the following apply:</p> <ul style="list-style-type: none"> ● they are fully vaccinated ● they are below the age of 18 years and 6 months ● they have taken part in or are currently part of an approved COVID-19 vaccine trial ● they are not able to get vaccinated for medical reasons <p>Instead, they will be contacted by NHS Test and Trace, informed they have been in close contact with a positive case and advised to take a PCR test. We would encourage everyone to take a PCR test if advised to do so.</p> <p>Staff who do not need to self-isolate, and children and young people aged under 18 years and 6 months, who usually attend an out-of-school setting, and have been identified as a close contact, can continue to attend the setting as normal. They are strongly encouraged to wear a face covering when moving around the setting and when travelling on public or dedicated transport.</p> <p>If a student or tutor develops Covid-19 symptoms following a rehearsal they should follow NHS advice on testing and the track & trace process and contact the YMM administration when advised: https://www.nhs.uk/conditions/coronavirus-covid-19/self-isolation-and-treatment/when-to-self-isolate-and-what-to-do/</p> <p><18 Students and parents can access NHS 111 online which is an online interactive and personal checklist: https://111.nhs.uk/covid-19</p> <p>See also: suspected case on site.</p>	<p>M</p>	<p>Email guidelines to students and their families in advance</p> <p>Outside, covered reception area set up at the beginning of the one-way system to</p> <ul style="list-style-type: none"> • check symptoms • ensure all use sanitiser before entry. • ensure all take note of one-way system and new tutor room plan 		<p>Ongoing each week</p>
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Attendees bring COVID-19 into the venue	All in attendance – transmission of virus, focus on YMM staff or self-employed contractors	STAFF - staff sent an updated checklist of what to bring, when not to attend YMM, how to travel safely and to wear masks moving around the building Set-up team members will have a similar, separate briefing, including the use of masks and regular handwashing during their shifts.	H			Ongoing
Risks to more vulnerable members	Those with weakened immune systems or health risks or caring for those with increased risk – transmission of virus	Vaccinations have now been offered to all vulnerable groups. However, online solutions for 1-to-1 lessons will be considered for at risk students if they still wish to participate with their music lesson.	M			Ongoing
Risks to more vulnerable members	Those with weakened immune systems or health risks or caring for those with increased risk – transmission of virus. Focus on YMM staff or self-employed contractors	Staff are not required to disclose medical conditions, but age and ethnicity have been considered when rooming tutors and assessing their specific ensemble work. <i>Please see appendix 1) “Room plans”.</i> Home working solutions will be considered.	M/H			Ongoing
Staffing levels	All in attendance - fully-manned reception desk	All self-employed contractors encouraged to have a list of DBS-checked depts, who can step in if they are ill or isolating. Administrative Team: plan for absence in place in the event of SD, MD and/or FOH being unable to attend, including AA and trustees coming in to support.	M	Dep list in place and cover plan in place for admin team.	RMC	Done
Adherence to rules within YMM	All in attendance – transmission of virus	Actions: Updated tutor and student checklist communicated in advance of term and available for reference on website. Regular reminders sent throughout the term. Reinforce the rules through daily teacher reminders Display signage prominently and at school gate	M	Next checklists sent 08/09/2021	RMC	Ongoing

<p>Provision of First Aid</p>	<p>All in attendance – transmission of virus</p>	<p>Government advice has been updated to say there is no need for social distancing, however, physical contact should be kept to a minimum e.g. the person in need could apply cold pack, wipe, plaster where able to do so. Those administering first aid should wear PPE appropriate to the circumstances, ie. gloves, apron, mask. Wash hands and ensure the affected area is cleaned upon completion. See also ‘Suspected case whilst working on site’.</p> <p>First aid delivered at site of injury, or Hallion foyer area if a student approaches there.</p> <p>First aid room to be used ONLY in suspected cases of COVID-19.</p>	<p>L</p>	<p>Check provisions generally.</p>		<p>Ongoing</p>
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<p>Suspected case on-site</p>	<p>All in attendance – transmission of virus</p>	<p>Considerations for protocol: https://www.gov.uk/government/publications/protective-measures-for-holiday-or-after-school-clubs-and-other-out-of-school-settings-for-children-during-the-coronavirus-covid-19-outbreak/protective-measures-for-out-of-school-settings-during-the-coronavirus-covid-19-outbreak</p> <p>Isolation rules https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance : Individuals are not required to self-isolate if they live in the same household as someone with COVID-19, or are a close contact of someone with COVID-19, and any of the following apply:</p> <ul style="list-style-type: none"> ● they are fully vaccinated ● they are below the age of 18 years and 6 months ● they have taken part in or are currently part of an approved COVID-19 vaccine trial ● they are not able to get vaccinated for medical reasons <p>Instead, they will be contacted by NHS Test and Trace, informed they have been in close contact with a positive case and advised to take a PCR test. We would encourage everyone to take a PCR test if advised to do so.</p> <p>Further information is available in NHS Test and Trace: what to do if you are contacted and in the stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection.</p> <p>If anyone in our setting becomes unwell with a new, continuous cough or a high temperature, or has a loss of, or change in, their normal sense of taste or smell (anosmia), they will be sent home and advised to follow the stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection. Tutors to call the YMM phone immediately if they suspect they, or their students, are ill.</p> <p>Children will be escorted by the first aider to the first aid room, with the window open and ensure appropriate adult supervision is in place while they await collection. They will liaise with the YMM admin team to contact their emergency contact. The designated bathroom is the disabled toilet, which will be disinfected using standard cleaning products and following the COVID-19: cleaning of non-healthcare settings guidance before being used by anyone else.</p> <p>PPE should be worn by staff caring for the child while they await collection if a distance of 2 metres cannot be maintained (such as for a very young child or a child with complex needs) - <i>Gloves, masks and aprons are available at Hallion Foyer.</i></p> <p>In an emergency, call 999 if they are seriously ill or injured or their life is at risk. Do not visit the GP, pharmacy, urgent care centre or a hospital.</p>	<p>M</p>	<p>Create half-page document for YMM admin team, to know how to respond.</p>		<p>Done</p>
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Emergency procedures (fire alarm activations etc)	All in attendance – transmission of virus	Emergency evacuations are to take place following currently social distancing principles (1m or 2m no longer recommended as necessary).	L	Add to briefing	RMC	Ongoing

Premises safety	All in attendance – transmission of virus	<p>LSU will ensure all ‘normal’ tasks / compliance checks are being carried out/ planned such as fire alarm testing, legionella controls, servicing of equipment, PAT testing etc. <i>Ensure all key services are operational.</i></p> <p>Fire alarm tests carried out weekly (every Friday, records in logbook) New Legionella risk assessment carried out by PH water (20-22 May) Flushing of all outlets maintained 3 times a week. Temperatures satisfactory acc.to monthly service.</p> <p>YMM PAT testing organised (Aug 23rd 2021) Ensure key fire doors are not being compromised / wedged open (those protected stairwells, cross corridor, on single directional routes etc.) – this is communicated to staff in hand with ventilation of rooms</p>	L			Ongoing YMM PAT test 23rd Aug 2021
Close proximity	All in attendance – transmission of virus	<p>Social distancing and caps on groups sizes no longer required. However, YMM to consider ventilation and capacity of each room when setting a maximum group size.</p> <p>Several site visits have taken place over the summer, to confirm use of specific spaces for specific groups and instruments and to establish the maximum capacity which can accommodate 2m social distancing in each room.</p> <p>Larger groups with immediate change overs will be housed in spaces with outside exits, allowing for space to queue, distanced, in the fresh air.</p> <p><i>See also Appendix 1) “Room plans”.</i></p> <p>Face coverings must be worn by secondary age students and above when moving around the school indoors. Expected students will remove face masks once seated, in rehearsal or lesson. Students briefed that if tutors ask that face masks remain on for the entirety of a lesson, they must comply.</p> <p>Drop off: Parents and students advised that punctuality is key, but not to arrive early to drop off.</p> <p>Pick up: Parents should be ready to pick up students 5 minutes before their session is due to end, to allow time for a prompt change over students and time for the tutor to clean any shared equipment and let the next group in.</p>	M		AH RMCC and YMM tutor team	Ongoing
Playing facing each towards other members increases transmission risk	All in attendance – transmission of virus	Use side-to-side positioning (rather than face-to-face) whenever possible - recommended indoors for brass / wind/ choirs.	L			Weekly

Transmission of COVID-19 as aerosols in enclosed spaces	All in attendance – transmission of virus	All rooms have windows that should be open during the lesson, with doors open at change over time. Longer rehearsals with large groups timetabled in larger rooms with more ventilation.	M	Use of bell covers for wind and brass optional.		weekly
Close proximity for longer than necessary	Individual operating sign-in – transmission of virus	Weekly register for students is our contact tracing format.	L			Weekly
Transmission of COVID-19 via contact with surfaces	Persons tidying up – transmission of virus	Building cleaning detailed above. In addition to their instrument, all students should bring their own stand where possible, a cloth (or similar) into which they can absorb the water (condensate) from their own instrument and a suitable waterproof bag into which the cloth may be kept.	L	Checklist sent to all members in advance: <ul style="list-style-type: none"> ● Instrument (we recommend regular cleaning, once every 2 weeks minimum) ● Stand ● Cloth (and waterproof bag) ● Hand sanitiser ● Face covering ● Bell coverings (if inside) ● Music 		Weekly
Transmission of COVID-19 as aerosols in enclosed spaces	All in attendance – transmission of virus	All attendees of secondary age (11, in yr7 and over) upwards, including staff, asked to wear face coverings (unless medically exempt) when moving around indoors, until seated and ready to play. Primary age students encouraged to wear a face mask when moving around inside (though most groups of this age can wait outdoors).	M			Weekly

Transmission of COVID-19 via contact with surfaces	All in attendance – transmission of virus	All chairs to be set out in advance of members arriving, ensuring as much distance as possible within the room, avoiding players facing each other.	L			Weekly
Transmission of COVID-19 via contact with surfaces	All in attendance – transmission of virus	Shared chairs and/or instruments to be wiped by tutors at the end of rehearsal. It is agreed that moving from a group to individual lesson allows time for chairs and tables to be wiped as said individual student sets up. Assistant hired to clean handwashing facilities and to support tutors with cleaning shared equipment, especially with back-to-back, large groups..	L	Create Schedule for cleaning	AH RMCC	Sep 7th 2020 Sep 16 th 2020 Ongoing
Transmission of COVID-19 via contact with surfaces	All in attendance – transmission of virus	Use easily cleanable chairs (i.e. not fabric) to reduce risk.	L			Weekly
Transmission of COVID-19 via contact with surfaces	All in attendance – transmission of virus	Avoid handing out sheet music to players in rehearsal; music available on cloud space, to be printed at home (in accordance with copyright legislation) or viewed on a tablet/electronic device.	L			Weekly
Transmission of COVID-19 as aerosols in enclosed spaces which increases with time in enclosed spaces	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.	M			Weekly

ARRIVAL OF MEMBERS AT VENUE						
Transmission between members through close proximity and congregating before arrival	All in attendance – transmission of virus	Students should maintain distancing when waiting indoors, move directly to their designated seats to maintain spacing throughout the time in the venue, avoiding congregating at the entrance. Large groups timetabled in downstairs rooms / rooms with outdoor access to avoid crowding indoors Registers will be retained as per our GDPR policy, which is over 28 days.	L			Weekly
Transmission between members through close proximity and congregating before arrival	All in attendance – transmission of virus	Car park for staff and disabled students only.	L/M	Followed up tutor safety contract		7th September 2020
Transmission on surfaces between members	All in attendance – transmission of virus	Before arriving at the venue, students should sanitise their hands. Further supplies of hand sanitiser should be made available at the venue. Students reminded to carry hand sanitiser in their instrument cases.	L			Weekly
Transmission in aerosols between members	All in attendance – transmission of virus	All attendees to wear face covering (mask) in indoor communal spaces, until seated / in their classrooms. Primary age: no need for masks. Secondary age and above: asked to wear mask when moving around indoors in communal spaces, until seated / in their classrooms.	L/M			Weekly
Members forget about safety measures over time, allowing transmission	All in attendance – transmission of virus	Tutors will issue verbal reminders to all students every week	L			Weekly
Members forget about safety measures over time, allowing transmission	All in attendance – transmission of virus	Reminders also to be given around hand washing and good respiratory hygiene (“catch it, bin it, kill it!”).	L			weekly

Transmission from surfaces /other students	All in attendance – transmission of virus	Students asked to leave rehearsal space immediately. One indoor waiting area for parents, with chairs spaced out in large, ventilated hall, with outside entrance and exit.	M	Extra wipes / hand sanitiser available		weekly
Transmission via droplets due to insufficient spacing	All in attendance – transmission of virus	Signage should be used throughout the venue in all spaces in which members might congregate, such as entrances, waiting to sign in and the location of chairs.	L			weekly
USING TOILETS AT THE VENUE - IN LINE WITH LSU RISK ASSESSMENT						
Transmission via surfaces and aerosols through using and flushing toilets	All in attendance – transmission of virus	All attendees made aware that face masks should be worn in communal area when moving around indoors. Students and accompanying adults should ensure thorough hand washing/use of hand sanitiser when touching surfaces (e.g. toilets, sinks, door handles...) . Soap and disposable towels should be made available. Pre-YMM clean and midday clean of all handwashing facilities	L			weekly
DURING REHEARSAL						
Transmission through aerosols and touching shared surfaces increases with length of time spent together	All in attendance – transmission of virus	Students to leave indoors areas once their rehearsal is finished. No social indoor space at present.	L			weekly
Aerosol transmission increasing with time through accumulation	All in attendance – transmission of virus	Rehearsals longer than one hour in large, well-ventilated rooms and ventilation break.	L/M			weekly

Transmission on surfaces between members	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			weekly
Transmission through aerosols while playing	All in attendance – transmission of virus	Distancing no longer required, however, tutor and students encouraged to stick to the same layout as previous terms, i.e. Seating will be laid out so that all players will maintain a lateral distance of 2m. Those with forward-facing instruments (cornets, flugel, trombones) should, where possible, angle away from other players, but they should be no less than 2m from the player into whose back they are pointed.	M	Layout controlled by designated person(s) setting out chairs before players arrive.		weekly
Transmission through aerosols while playing	All in attendance – transmission of virus	Use side-to-side positioning (rather than face-to-face) wherever possible.	L			weekly
Transmission through aerosols while playing	All in attendance with particular risk to conductor – transmission of virus	Tutors should aim to maintain 2m distance while directing singers, wind and brass players, or 1m+ with percussion, strings and piano.	L/M	Tutor checklist		weekly
Transmission through aerosols while playing	All in attendance – transmission of virus	Bell coverings should be used in rehearsal to reduce aerosol transmission risk (indoors only) - no longer compulsory.	L			Weekly

Transmission through aerosols and droplets while playing	All in attendance – transmission of virus	Any discharge of condensate (water) from the instrument must be made entirely into the cloth that the individual player has brought, then stored in the bag which they use to carry the cloth.	L/M			Weekly
AFTER REHEARSALS						
Transmission if members are in close proximity	All in attendance – transmission of virus	Members should pack their own bags and cases as promptly as possible, respecting current social distancing measures. Tutors to manage an orderly queue at the door to exit the room.	L	Reminders given to players to pack away quickly; socialising can take place after everyone has left the YMM premises. Tutors briefed on all procedures before term starts.		weekly
Contamination of shared equipment following rehearsals or lessons	All in attendance – transmission of virus	Tutor or other designated YMM personnel to wipe down or spray any shared equipment, including chairs, after use. Separate SM58 microphones to be labelled to avoid shared use altogether for anyone who needs one (singers or tutors leading large groups), wiped down after use until following week. Wipes provided for tutors to wipe down pianos between all lessons. All YMM equipment is stored in the shed with a week’s break between use.	L	Members advised to bring their own stands, leads and amps, to avoid passing around equipment. All students have to sanitise hands before entering the room.		weekly

Transmission between members and other room users on surfaces	All in attendance – transmission of virus	Tutors will disinfect door handles and high contact points with provided cleaning materials periodically. Cleaner to clean communal area contact points regularly throughout the day	L			weekly
PACKING AWAY AFTER REHEARSALS						
Transmission if members are in close proximity	All in attendance – transmission of virus	Members should pack their own bags and cases as promptly as possible, respecting social distancing policies.	L	Reminders given to players to pack away quickly; socialising can take place after everyone has left the YMM premises.		weekly
Contamination of equipment following rehearsal	All in attendance – transmission of virus	Designated person(s) should pack away and return chairs once the area is clear of members.	L/M	Members advised to bring their own stands to avoid passing around equipment.		weekly

RESPONSE TO UPDATES IN GOVERNMENT GUIDANCE

Date of update on gov.uk	Changes	YMM response	Action taken	Date action taken
14th September 2020	Max 6 people for SOCIAL gatherings https://www.gov.uk/government/publications/coronavirus-outbreak-faqs-what-you-can-and-cant-do/coronavirus-outbreak-faqs-what-you-can-and-cant-do	Looking very carefully over the wording on gov.uk , YMM's collective understanding is that YMM is exempt as a charity , a covid-secure venue and a centre of education , where music education is the primary reason for gathering. However , looking at WHY this new guidance was issued, i.e. a rise in the R rate, increased local lockdowns throughout the UK, etc, we do not feel comfortable offering an indoor rehearsal space to vulnerable groups .	Discussion after publication of legislation and guidance 14th - 15th Sept. Adult Choir contacted 16th Sept am to move the first week online and to give us feedback on their preferred options for alternatives, namely: move online OR move to a 45-minute rehearsal, outdoors (covered) Reminder to all in the community that we are not able to offer social spaces at this time and only parents waiting to pick up children may wait around outdoors, socially distanced.	14-16th Sep 2020 17th Sep 2020
13th October 2020	London put into "Tier 2" category effective Saturday 17th October 2020.	Tier 2 means that educational settings can still operate under their risk assessment measures, i.e. "covid secure" venue.	YMM community (tutors/students) emailed to give clarity and to ask to remain even more careful when waiting outside to pick up/drop off	15th October 2020
Nov 2021	Back to online provision	Same measures as summer term 2020.	Reminders of online code of conduct. sent out.	Oct 2020.
Date of update on gov.uk	Changes	YMM response	Action taken	Date action taken

28th Nov 2020	London back to tier 2 for last Saturday of term.	Back to tier 2 measures, same as October 2020.	Reminders sent to all students and staff	28/11/2021
April 12th 2021	Stage 2 of roadmap - education allowed to resume in person	Resume all activities based on tier 23 measures. Updates: asymptomatic testing of all staff and students age 11+ strongly encouraged. Masks compulsory for all staff in all indoor areas, except where it is necessary to remove to play instrument / sing.	New students and tutor checklist sent out, website updated.	Tutors emailed re testing 16/04/2021 Tutors & student further info emailed 20/04/2021
Sep 8th 2021	Whole assessment updated in light of removal of all restrictions	<p>YMM recognises that although legal restrictions have ended, we continue to have a responsibility to keep our students and staff safe. We will continue to:</p> <ul style="list-style-type: none"> ● Keep our health and safety risk assessments up to date. ● Turn people with COVID-19 symptoms away. ● Provide adequate ventilation ● Keep up our regular cleaning schedule ● Keep our track & trace register system in place, to track any infections. ● Communicate to our students, parents and staff clearly. 	<ol style="list-style-type: none"> 1. Sep 8th updated risk assessment 2. Update student and tutor checklist 3. Review our rooming, with respect to ventilation, space and group numbers and update tutor room list and map where necessary 4. Cleaner and Front of House Assistant remains engaged 5. Register system remains unchanged 6. Students and staff emailed all necessary info at the start of term and regularly on Friday afternoons, as well as being directed to the coronavirus updates page of our website for continuous reference. 	8th & 9th September 2021 and ongoing

<p>March 2022</p>	<p>Assessment updated following changes: 24 February 2022: Guidance updated to remove remaining legal regulations.</p> <ul style="list-style-type: none"> ● People who test positive for COVID-19, and contacts who are not fully vaccinated, are no longer legally required to self-isolate. People who test positive for COVID-19 should continue to stay at home and avoid contact with other people. Fully vaccinated contacts of people who test positive for COVID-19 are no longer advised to test for 7 days. ● Businesses are no longer recommended to display NHS QR posters or collect contact details from visitors. 	<p>YMM recognises that although legal restrictions have ended, we continue to have a responsibility to keep our students and staff staff. We will continue to:</p> <ul style="list-style-type: none"> ● Keep our health and safety risk assessments up to date ● Ask tutors and pupils with Covid 19 to stay away ● Turn people with COVID-19 symptoms away ● Provide adequate ventilation ● Keep up our regular cleaning schedule ● Ask people to continue to wear masks in communal areas ● Communicate to our students, parents and staff clearly. 	<p>All tutors and students informed .</p>	<p>5/3/22</p>
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