

Oxford Slow Session

Risk assessment for Slow Session during COVID-19 pandemic

27 September 2020

| Risks | Mitigations and actions | Action |
|--|---|--|
| National or local infection rate | | |
| National or local infection rates are high | <p>If the government legislates for or advises against organised charitable or community group activities in Covid-secure venues, cancel in-person sessions.</p> <p>If the government legislates for or advises a national or local lockdown, cancel in-person rehearsals</p> | Move session to zoom only |
| Virus infections | | |
| Infectious individual attends rehearsals | | |
| | <p>Circulate clear instructions before each rehearsal that people must not attend if:</p> <ol style="list-style-type: none">1) they have had any of the Covid-19 symptoms (elevated temperature, continuous cough, loss of smell or taste) over the past 14 days2) they have been in close contact with someone with Covid-19 symptoms over the past 14 days3) NHS Track & Trace have asked them to self-isolate4) they have returned from abroad within the last 7 days, regardless of whether or not they have been officially told to self-isolate <p>All session attendees will be asked to email or text beforehand to give their contact details to enable tracing if necessary.</p> | Keep a list of contacts for each session |
| Individual thinks they have caught virus from another session attendee | | |
| | <p>All session attendees will have emailed to confirm that they have read the risk assessment and are attending at their own risk</p> <p>Require vulnerable individuals in particular to make their own decision as to whether to attend rehearsals</p> | Provide a Zoom session for those who need to isolate or shield for whatever reason |
| Facilitate track and trace when someone develops symptoms after a session | | |
| | <p>Take a photograph of session attendees in order to have a record of people's positions</p> <p>Retain list and photographs of attendees for at least 21 days for NHS Track and Trace</p> <p>Require all session attendees to notify Oxford Slow Session organiser by telephone if they develop Covid-19 symptoms after a session or if they discover after a session that they had previously been in close contact with someone with Covid-19 symptoms. Ensure that all session attendees have the phone number or email of Session organiser</p> <p>Notify NHS Track and Trace with details of the person with symptoms, or the person who had previously been in close contact with someone with symptoms</p> <p>Telephone "neighbours" of people who tested positive after session (if within 14 days of session) and ask them to self-isolate . Keep a record that each phone call was made.</p> | |
| Someone developing symptoms during a rehearsal | | |
| | <p>If an attendee develops Covid-19 symptoms (have thermometer present) during a session:</p> <ul style="list-style-type: none">- send the person home immediately- ask the person to take a test as soon as possible and communicate the result to you- communicate the person's test result to all attendees | Bring infrared thermometer to session |
| Expected behaviour of individuals | | |
| | <p>All attendees must maintain social distancing at all times</p> <p>All attendees must avoid touching shared surfaces as much as possible</p> <p>All attendees must bring their own music and must not share music</p> <p>Ask all attendees to bring warm clothes in colder temperatures because we are practising outside</p> | |