

South Oxhey Choirs
Guidance for members

Version 1.1 **27/05/2021**



Venue Oxhey Wood School
Arrival time 6:45pm (volunteers helping to set up from 6pm)
Start time 7:00pm
End time 8:30pm
Venue closes 8:45pm

Please note: All rehearsals will be outdoors until further notice.

Guidance on indoor rehearsals is provided for information only - we will review this before restarting indoor rehearsals based on any updated guidance.

Bring

Face covering (mask) - even if singing outside as it will be required if you need to enter the school building (for example to use the toilets).

(when we are able to rehearse inside, bring two facemasks so can be replaced when wet from singing, with plastic bag to hold wet one).

Hand gel (we will provide hand gel at entry the school playground and school building).

Music - no sharing or spare sheets will be provided (set list will be emailed out on Monday evening).

Refreshments (a bottle of water).

Dress warmly and be prepared for showers! - we will be outdoors (even once we are able to rehearse inside we will have windows and doors open to ventilate).

Before you set off

Read the following questions **BEFORE SETTING OFF** to rehearsal.

If you answer yes to any of the following questions, please **DO NOT ATTEND**:

- 1) do you have any of these symptoms: elevated temperature, continuous cough, loss of smell and taste.
- 2) have you been in close contact with someone with symptoms.
- 3) have NHS Test & Trace asked you to self-isolate.
- 4) have you returned from abroad from an amber or red list country and been asked to self-isolate.

We strongly advise that all members who are eligible for a vaccine book this up as soon as possible (if you have not already done so) and then follow up with the second dose when invited to do so.

We advise that you carry out a lateral flow test twice per week and ideally in the 24 hours before rehearsal (even if you have had both vaccine doses). Lateral flow testing kits can be collected for free from most pharmacies.

If you test positive from either a lateral flow test or PCR test, please follow the advice of NHS Test & Trace and **DO NOT ATTEND** rehearsals during the recommended self-isolation period.

Travel to venue

Avoid car shares. Walk, cycle or use own car.

If car share unavoidable, use face coverings, open windows, sit far from each other.

Parking

Please be aware of people queuing to get into school when parking your car.

Arrival

OUTDOOR REHEARSALS

We will operate an ENTRY ONLY system between 6:45pm and 7:00pm - once you are in the school playground you will not be able to leave until the rehearsal has started (if you need to leave urgently, please speak to a Committee member who will safely escort you out).

MAINTAIN ONE METRE PLUS DISTANCE AT ALL TIMES

Sign in as instructed on entry to the playground before taking your seat (please bring your own pen/pencil).

SANITISE HANDS & collect face mask & gloves, if needed.

Take a seat in your section area (Soprano, Alto, Tenor and Bass). Please do not move your chair or swap places once seated.

MAINTAIN ONE METRE PLUS DISTANCE AT ALL TIMES

At the rehearsal

OUTDOOR REHEARSALS

Simon will lead the rehearsal.

No chatting during rehearsal.

Stay in your section area - there must be no mixing or interactions between sections (Soprano, Alto, Tenor and Bass). This is to comply with the legal rules that limit outdoor groups to a maximum of 30 people. The guidance allows us to have multiple groups, each containing fewer than 30 people, provided the groups are kept separate throughout the activity.

MAINTAIN ONE METRE PLUS DISTANCE AT ALL TIMES

Raise your hand to attract attention, feel unwell or have any questions. Do not shout.

Absolutely fine to leave at any time, if you change your mind about attending (exiting the school playground will be limited between 6:45pm and 7:00pm but please speak to a member of the Committee if you must leave during this time and we will ensure you can leave safely).

Leaving rehearsal

OUTDOOR REHEARSALS

We will ask you to leave one row or section at a time - please stay seated until you are asked to leave.

Do not move your chair - we will have a rota of volunteers to clear away chairs after everyone has left.

Please take all your belongings and your rubbish home.

Toilets

Go before you arrive and don't drink too much.
Otherwise, the school toilets are accessible as normal.

You must put on a face-covering before entering the school building.
We may limit entry and exit to the school building so that only one person enters or leaves at a time.
Please use hand sanitiser before entering and after leaving the school building (this will be provided by the door).

Queue in the corridor outside the toilets *MAINTAIN TWO METRES DISTANCE AT ALL TIMES WHILE IN THE SCHOOL BUILDING*
One at a time into the toilets.

Tea/Coffee and SoxBox

Sadly, we will not be offering any refreshments, SoxBox or sale of any choir merchandise. Please bring any refreshments with you.

After the rehearsal

If during the 48 hours after the rehearsal, you experience Covid 19 symptoms, please arrange a test immediately.

Tell Sarah Munn or Chris Thomas immediately, who will contact the rest of the Choir (we will not identify you or give your name to the rest of the Choir, we will just say one of our members has tested positive for Covid 19). You are responsible for contacting NHS Test & Trace, please give them our contact details and we will provide details of other Choir members when NHS Test & Trace contact us.

Contact details

email: southoxheychoirs@gmail.com

Sarah Munn 07766 125969

Chris Thomas 07734 004708

Cancellation

In the event that heavy showers or persistent rain is forecast, the Committee will make a decision to cancel and send out an email and Facebook message on Monday evening and attempt to contact those not on email by phone. (We will still go ahead with rehearsals if the forecast is for light showers, so please dress appropriately).

In the event of cancelling rehearsals at short notice for any reason, the Committee will make a decision to cancel and send out an email and Facebook message by 5pm on the day and attempt to contact those not on email by phone.

Please check your email before starting your journey.

South Oxhey Choirs

Expected behaviours

Version 1.1 26/05/2021



To minimise risk to others attending:

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To minimise spread by breathing:

- 1) ONE METRE PLUS social distancing AT ALL TIMES and TWO METRE social distancing AT ALL TIMES IN SCHOOL BUILDING, this means before, during and after rehearsals, during breaks, in bathroom queue
- 2) FOR INDOOR REHEARSALS: mandatory wearing of face-coverings throughout the entire rehearsal and while inside the building
bring spare mask and plastic bag to hold the first used/wet one
- 3) do not shout. Raise your hand if you need to be heard
- 4) no hugging, hand-shaking, lingering to chat on the school premises
- 5) sneeze/cough into tissue/crook of arm

To minimise spread by touch:

- 1) sanitise hands on arrival, departure and after bathroom visit
- 2) avoid touching shared surfaces as much as possible
- 3) bring your own sheet music. Do not share equipment or sheet music
- 4) bring the minimum of personal belongings to your allocated seat and keep them under your chair
- 5) bring your own water
- 6) thanks for the thought but please do not help carry/set up/pack down equipment other than your own unless you are on the volunteer rota

NB

The Committee will monitor social distancing, the use of masks and hand sanitiser throughout the rehearsal

Two warnings will be given to each member - after a second warning, you may be asked to leave and excluded from the next rehearsal

For any subsequent violations, you may be excluded indefinitely until reviewed by the Committee

If you do not comply, you will jeopardise our ability - and that of thousands of other groups - to hold rehearsals in future

Please note: even if you have been vaccinated, you will need to comply with these rules:

Not everyone can be vaccinated

The vaccines are not 100% effective

There are constantly new mutations

South Oxhey Choir

Payment of Subscriptions



As we resume rehearsals we shall be collecting subscription payments from those of you who will return. The current subscription is £50 per term, however, as we will not be meeting for the whole term we will be requesting payment of £35 to cover the remainder of the spring term. We should be delighted if any of you would like to donate any further amount or continue to pay £50, as we have not been able to perform any additional fundraising activities since we last met.

Members currently pay their subscriptions in a variety of ways and, driven by the need to reduce handling cash, we wish to encourage members to pay by electronic means. The current subscription of £50 per term (or £35 this term) can be paid either in one payment on each due date or by monthly payments. There are a couple of options of how to pay electronically.

If you use electronic banking you can make a single payment which would need to be instructed every time, however, the payment details should remain in your banking records.

A regular monthly standing order of £12.50 is easy to set up on-line or through your App. If you do not use electronic banking I can provide you with a form to send to your bank to set up a regular monthly payment.

In all instances, the details needed to make a payment or set up a standing order are:

Sort code: 60-00-08

Account number: 39871576

Account name: South Oxhey Choirs

Reference: please use your surname and initial (this is important)

If you are unable to make an electronic payment we will accept payment by cash; please ensure that the correct amount is placed into a sealed envelope. Please write your name and the amount in the envelope on the front and hand it to me prior to a rehearsal.

jacquipeachey@ntlworld.com
07889 152514