

Stratford-upon-Avon Symphony Orchestra – Covid-19 Rehearsal Procedure

Introduction

Covid-19 is a new illness that can affect your lungs and airways. It is caused by a virus called Coronavirus. Symptoms can be mild, moderate, severe or fatal.

This is a rehearsal procedure for dealing with the current Covid-19 situation for the Stratford-upon-Avon Symphony orchestra.

Members are encouraged to read the government guidance to the performing arts from the following links to keep up to date with Govt. advice in this fast-changing situation:

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

<https://www.gov.uk/government/publications/covid-19-guidance-for-the-safe-use-of-multi-purpose-community-facilities/covid-19-guidance-for-the-safe-use-of-multi-purpose-community-facilities>

Rehearsal format

Rehearsals are divided into two groups (strings and wind/brass/percussion) that will meet on alternate weeks on a Friday evening from 7:45-10:00 in Shottery Memorial Hall starting on May 21st.

There will be no concert but two recorded performances with no audience are planned for Sunday 4th July (strings 2:00-4:30pm and wind/brass/perc 6:30-9:00pm) with the recordings being made available on our website.

New Roles

We have nominated a COVID-19 co-ordinator and deputy for each of the two rehearsal groups:

- Strings: Marie-Claire Porter & Alice Crane
- Woodwind/brass/percussion: Philippa Tennant & Val Juneman

Deciding whether or not to attend a rehearsal

Members are asked to carefully consider the balance of risks/benefits in the light of government guidelines and the procedures set out below before deciding whether or not to attend rehearsals.

Members who are clinically extremely vulnerable (will have had a letter identifying them in this group) are advised not to come to rehearsals.

In any case, anyone who:

- is in a support bubble with someone who has symptoms
- is feeling unwell themselves
- have had a continuous cough or a high temperature or change to their sense of taste/smell in the previous 10 days.

should stay at home.

Any members deciding to come to rehearsal are asked to pre-register via our website to ensure that any limits on total numbers are not exceeded and to pre-arrange seating.

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Travelling to/from rehearsal

Members are advised to avoid public transport or sharing vehicles in travelling to/from rehearsals. If this cannot be avoided then they are advised to wear face coverings while travelling.

Hall preparation

The Covid-19 co-ordinator and/or deputy will arrive early to collect the key, unlock the hall and ensure:

- A sanitising station is available in the entrance hall
- The door handles/plates are dry sprayed and light switches are wiped clean
- Seats are laid out for 2m social distancing (with individual stands) and seat backs wiped/sprayed clean
- The entrance door is propped open and windows are opened

On Arrival

On arrival at the hall, members should put on their face coverings and use the sanitising station to clean their hands before finding their pre-allocated seating position from the seating plan posted on the hall entrance door and proceeding into the hall taking care to maintain social distancing in the entrance and hallways. Instrument cases, personal belongings and clothing should be placed by their chair. Bulky items can be laid at the front edge of the hall maintaining 2m distancing from other members' bulky items. ***Please remember to bring your own music stand.***

For those needing to make more than 1 trip into the hall, a separate exit should be used (at the end of the back corridor).

Rehearsal

Before the rehearsal starts, the Covid-19 co-ordinator or deputy will mark up the seating plan as a register of those attending. The conductor will remind everyone of the importance of maintaining social distancing and of proper handwashing in case they make use of the facilities. The conductor will retain the register from week to week and make available electronically to the committee if required.

If music needs to be distributed it will be handed out by the Covid-19 co-ordinator or deputy.

Face-coverings can be removed while playing.

Rehearsal Break

The tea room will remain closed and members are asked to bring their own refreshments. In order to minimise social contact members are asked to remain in their seats unless they need to make a comfort break. Face coverings should also be worn during the break.

On Departure

At the end of rehearsal members should leave their chairs in place for cleaning.

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For those needing to make more than 1 trip out of the hall, a separate entrance should be used to come back into the hall.

The Covid-19 co-ordinator and/or deputy will ensure:

- Percussion equipment is cleaned and returned to the storage area under the stairs
- windows are closed and

either

- Seats are racked, 2 cans of Safe2Stay are deployed and lights are turned off

or

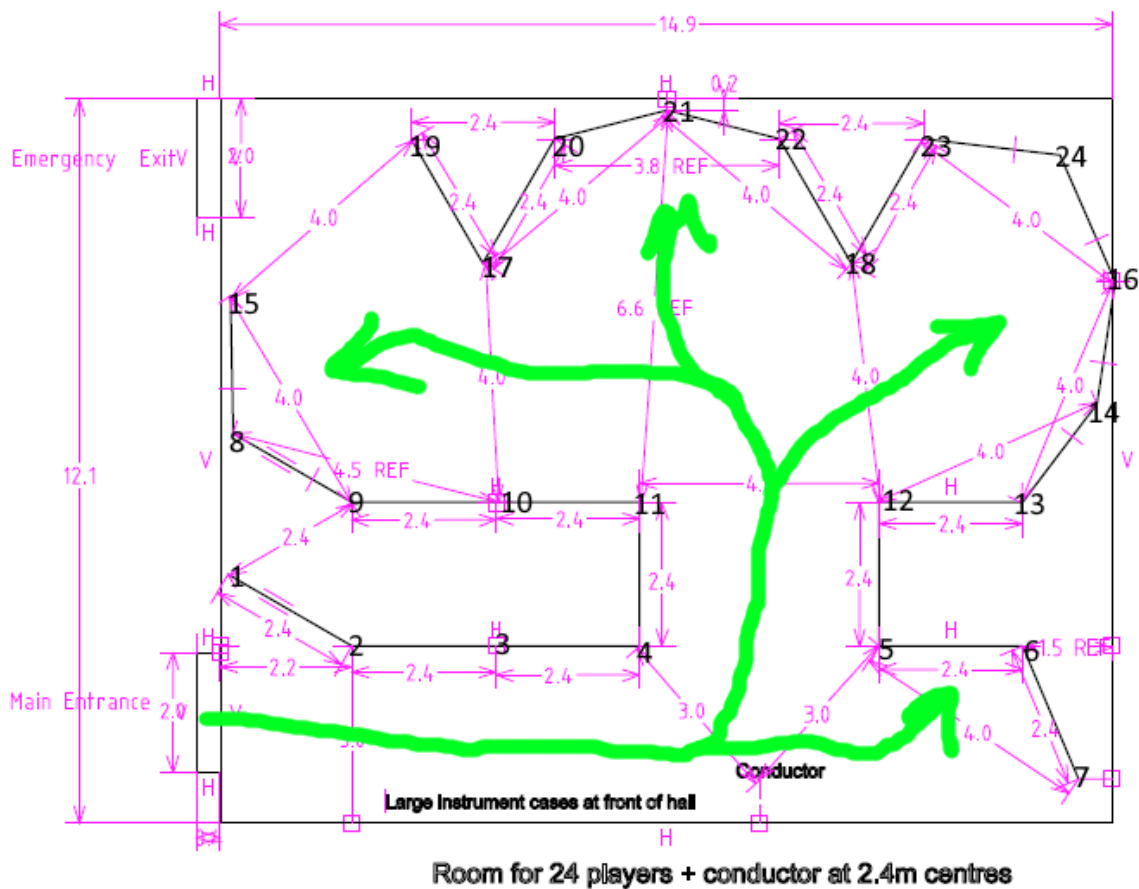
- Seat back handles are wiped/sprayed clean before racking the seats
- Lights are turned off and switches wiped clean

- Toilet flush handles and sink tap handles are wiped/sprayed clean
- Door handles/plates are wiped/sprayed clean and closed/locked
- All waste cleaning materials are placed in the large bins provided outside
- The gate is closed/locked and wiped/sprayed clean
- The keys are wiped/sprayed clean and returned

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Seating layout for maximum utilisation of available space

The hall is approx. 50' x 40' (14.9m x 12.1m). The layout below allows for a 4m wide access to all seating positions which themselves are at least 2.4m from any other seat. This gives space for a maximum of 24 players plus the conductor.



In the recently conducted survey of members, we asked who would be willing to start coming to rehearsals in September. 25 strings (out of 46) and 15 wind/brass/perc (out of 18) responded positively so the seating plan above should accommodate nearly all those but to ensure we don't exceed the hall's capacity and to pre-allocate seats, pre-registration for players will be required via a [link](#) on our website.

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FAQs

Q1 I am unsure whether or not to come to rehearsals. If I miss the early rehearsals will I be allowed to come to later ones?

A1 *There are no restrictions on coming to later rehearsals. All players are asked to pre-register for rehearsals as hall space is limited under Covid-19 to 24 players + conductor and we need to pre-allocate seating so that players can go straight to the appropriate seat with no milling around. Places will be allocated on a first come first served basis for each rehearsal and the recorded performances.*

Q2 I find it difficult to breathe when wearing a face covering – do I have to wear one?

A2 *We ask all people who are able to do so to wear a face covering whilst not playing. Exclusions are the same as for going shopping.*

Q3 Will the toilets be open?

A3 *The toilets will be open but members are asked to respect social distancing whilst using them and to wash hands and use the paper towels provided afterwards.*

Q4 I don't have the technology to access the website in order to pre-register for string rehearsals. What do I do?

A4 *Contact a member of the committee a week before the rehearsal. They can make the registration on your behalf.*

Q5 I am a wind/brass/percussion player but not sure if I need to pre-register for rehearsals?

A5 *All players need to pre-register so that we can set the seating plan and lay out chairs accordingly*

Q6 I have pre-registered for a strings rehearsal but can no longer make the rehearsal – what do I do?

A6 *Please email Val (v.juneman@gmail.com) or David (David.alabaster@btinternet.com) who can void your registration and make it available to others who have wait-listed.*

Q7 I have tried to pre-register but no tickets left – what do I do?

A7 *You can still register on the wait-list (button provided). If spaces become available due to others cancelling you will be notified by e-mail.*