

## **Cobweb Orchestra: COVID procedures update**

The “Cobweb event checklist” spreadsheet should be used to plan an open event or a new venue. Weekly rehearsals and open events should still be managed by a team comprising a participant manager, venue liaison officer and COVID monitor. Nominated Trustees continue to oversee plans for weekly rehearsals.

**The only universal rule is that all attendees have an absolute right to maintain 2m social distancing during an event. This must be respected by all other attendees at all times.**

The team has discretion regarding the other precautions shown below. Decisions should be based on local circumstances (eg the number of participants, the size of the venue and the quality of ventilation) and the preferences of the players. Consult your members, and ensure they all know what to expect at the sessions. If in doubt, err on the side of caution.

Social distancing: Event planners should first calculate the maximum capacity that allows 2m social distancing, so that it is possible for all players to sit 2m apart. However, if some or all players wish and agree to sit closer together, this is acceptable as it does not adversely affect other players. This may allow some flexibility to increase the number of attendees (but note this may also increase the demand for measures to maintain good ventilation).

Attendance register: the participant manager should continue to keep a register of attendees for every rehearsal. Open events require pre-registration with Lorna, as before.

Seating plans: this is only required when the number of attendees is close to capacity. The organising team has discretion to plan a system suitable to local needs. This will usually include a member of the team arriving early to set out seats in advance.

Ventilation and breaks: this is an important factor that must be considered for all events. A cycle of 45 minutes playing followed by a 15 minute break to clear the room is advised when the attendance is at full capacity. However, organising teams may adjust this routine depending on individual circumstances, such as venue size, the number of players present and the feasibility of leaving doors and windows open while playing. A carbon dioxide monitor in the room is encouraged, and may add considerable flexibility in real time. A ventilation break is advised if the CO2 level rises above 800-1000ppm.

Masks: wearing a mask is very strongly encouraged while not playing, particularly when moving around indoors, but is not mandatory. In general, the benefit decreases as the distance between people increases.

Shared surfaces: the risk of spreading the virus by this method is low, provided effective hand hygiene is maintained. Sheet music provided by the music leaders or from the music library may be used. Electronic payment of subscriptions is still best, but cash payments are acceptable. The use of shared kitchens is acceptable, provided it does not cause overcrowding. Emphasise hand washing.

Vaccination status and testing: both have a useful role in determining how great a risk an individual is to others. Players are encouraged to take them into account, but neither is a requirement to attend a Cobweb Orchestra event.