**Settlement Players Covid-19 Risk Assessment Version 5.0 Dated: 12 August 2021**legal restrictions on social distancing and limits on the number of persons meeting have been lifted as of 19 July 2021.

Legal restrictions remain for those testing positive for coronavirus or instructed to self-isolate by test and trace.

The Settlement are following the government advice which states: it expects and recommends individuals to be cautious.
The Settlement requests you DO NOT ENTER the Settlement site if you feel unwell or you have been instructed to self-isolate because of a potential contact with an infected person.

|  |  |
| --- | --- |
| **Hazard:** | Coronavirus (Covid-19) |
| **Who is at risk:** | Settlement players during theatrical related activities such as rehearsals, training, Set and Prop building, Costume Activities, Theatrical Makeup and Hair, Play Readings and Auditions.  |
| **When/Where/What** | **Confined space with points of congestion, exits, egress, Corridors and Toilets. Transmission of Covid 19 increases in confined spaces (aerosol dispersal) and at high touch points.****Moving around backstage area, toilet, dressing rooms, backstage corridor, scene dock, properties area, lighting gantry and stage, Kincaid Hall and Greenroom and Wardrobe in main building**Actions to mitigate –* Encourage face coverings, regularly hand washing or hand sanitising.

Hand sanitiser available in toilet, back stage areas and at entrance to Kincaid hall• One way system from backstage toilet across the stage to the scene dock then along the corridor to the back stage toilet.• Ventilation - open windows and open external doors to enhance air flow. Extract fans available in men’s dressing room. Kincaid hall has vaulted ceiling and air conditioning as added mitigation.• Avoid sharing equipment, scripts, stage props, costumes, and tools, and where possible, clean after period of use. • Performers should only do their own hair and makeup, and should preferably be done prior to arriving at Settlement site.• Activity leader responsible for cleaning door handles, hand rails, light switches, window catches, equipment, toilet handles and chairs, wash basins and all surfaces likely to be used, both prior and after period of use.• Extra bins provided for disposal of all rubbish created during use period, including tissues and cleaning cloths.• Individuals strongly encouraged to scan the test and trace QR code. |
| **Who is at risk:** | Settlement players and those associated with the Settlement Players during the Players AGM and the Players on stage entertainment evening. |
|  | **Congregation of people in Kincaid Hall and Individuals acting, speaking and singing on stage for event and AGM on 4th Sep 2021. Transmission of Covid 19 increases in enclosed spaces (aerosol dispersal) and at high touch points.**Actions to mitigate –* Kincaid occupancy currently reduced to 66, this includes performers, event organisers and audience for entertainment. Chairs will be spaced to facilitate social distancing.
* Further spaces; Green room, Back stage and stage will be used during evening to mitigate spacing.
* Event not open to public, attendance restricted to Individuals associated with the Players. Attendees asked to register prior to event.
* Organisers to manage entrance and exit from the building and access to toilet area to avoid congestion.
* Individuals will be encouraged to wear face coverings when moving through Kincaid hall and when seated. Face coverings not required on stage.
* Hand sanitiser stations provided at entrance and encouraged to sanitise hands.
* No food provided at event. A single soft or alcoholic drink will be provided as part of the evening. Individuals encouraged to consume drink while seated.
* Ventilation - open windows and open external doors to enhance air flow. Extract fans available in men’s dressing room. Kincaid hall has vaulted ceiling and air conditioning as added mitigation. Individuals will be reminded to bring suitable clothing.

 |

|  |  |  |
| --- | --- | --- |
| **Version History** | **Date Issued** | **Changes** |
| **1.0** | **09 Sep 2020** | **First issue** |
| **2.0** | **16 Sep 2020** | **Rule of six implemented. Group size for Players performing a single activity should be no more than six.**  |
| **3.0** | **20 Oct 2020** | **Reversal of backstage one way system. Performers should do own hair and makeup. Clarified there will be no bar and no serving of drinks at present.**  |
| **4.0** | **19 May 2021** | **Reviewed, no changes as there will be no performances prior to 21st June.**  |
| **5.0** |  **12 August 2021** | **Updated post 19July 2021 changes and ahead of 4th Sep 2021 players entertainment evening and AGM.** |