



HCS policy and procedures for Covid-19 secure small group singing at d:two

The Chair of HCS has been in discussion with the management at d:two, our regular practice venue, and attended an on-line master-class about choirs rehearsing in the time of Covid (run by Richard Thomas).

HCS's Covid-19 Policy, for physical rehearsals, will be steered by the Board of Trustees of the society and will comply with or exceed the latest government guidelines.

This current policy is written taking into account the Tier One government guidelines for Henley-on-Thames.

The trustees are therefore now proposing that short, small-groups rehearsals will be given a trial.

Each session will also be on Zoom so all members can continue to have a regular weekly rehearsal.

Government regulations allow us to meet for 'adult educational' purposes, therefore rehearsals will be different in important ways from the rehearsal we have been used to. ***Our new rules and restrictions are in place not only to keep everyone safe but also to help you feel safe and enjoy singing with others again. Please read the following:***

1. There will be no socialising inside the premises. The purpose is to sing together in order to enhance our on-line music learning.
2. The premises will be Covid-secure on arrival.
3. A record of all attendees will be taken at each session for Track and Trace purposes.
4. Sub-groups (SATB) will be no more than 6 and total of 18 in a space that can accommodate 200.
5. Strictly no mingling between groups.
6. There will be good ventilation.
7. A distance of 2 metres will be strictly maintained between all attendees.
8. Face masks will be worn when not singing.
9. All attendees will be sent a copy of our policy/procedures and our risk assessment, and are expected to follow all procedures.
10. Please understand that you attend at your own risk.
11. This policy is accurate as at the date of issue, further guidelines and restrictions may apply as directed by HM Government

Attendance policies and procedures

1. Groups



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Members of the choir who have indicated that they want to try singing in small groups have been divided into four groups: groups 1, 2, 3, and 4. Each week two of these groups will sing in succession: first week group 1 & 2; second week groups 3 & 4 ; week three, groups 1 and 2 etc.

Each of these 4 groups contain 3 sub-groups (SAT/B) of no more than 6 members.

Each week two of the 4 groups, containing 3 SAT/B sub-groups will sing in succession.

First week (28th September) GROUP 1: 7.15 -8.10 PM GROUP 2: 8.30 to 9.25 PM

Second week (5th October) GROUP 3: 7.15 -8.10 PM GROUP 4: 8.30 to 9.25 PM

And so on.

Groups 1 and 3 will sit on the **RED chairs**. Groups 2 and 4 will sit on the **GREY chairs**.

2. Preparation for attending

1. Ensure that you are in good health and have not been in contact with any one who may have Covid-19 virus. You will need to confirm both on arrival
2. Note date and time of your group.
3. Ensure you arrival **on time** as everyone has to be checked in and late arrivals disrupt and may delay the session.
4. You will need to attend with facemask; hand sanitizer (70% plus alcohol) content; sanitizing wipes for furniture and toilets; music (no sharing); tissues; pencil (no sharing); your own water.
5. To be fair to others, please give 48 hours' notice if you are unable to attend.

3. Arrival at d:two

1. Wait outside wearing a face mask until invited in. Observe social distancing.
2. Sub-groups must not mingle at any point.
3. Enter through usual entrance (large double doors) observing social distancing at all times.
4. Sanitize your hands as you enter and again before touching anything.
5. Wait until your attendance has been noted for Track and Trace purposes.



HENLEY CHORAL Society

6. Go into the hall and sit in your usual section of the hall creating **three** small SAT/B sub-groups;
7. Groups 1 and 3 will sit on **RED CHAIRS**. Groups 2 and 4 will sit on **GREY CHAIRS**
8. Chairs are laid out with the correct social distancing, of 2 metres. Please do not move any chair unless asked to do so by the MD.
9. Do not remove your mask until asked to do so by the MD
- 10. Follow all instructions especially noting directions about VOLUME.**
- 11. Enjoy singing!**

4. Leaving the session

1. At the end of the session wipe metal parts of your chair with your wipes.
2. Stack your chair as directed.
3. Leave via the toilets and small street door.
4. No socialising or mingling until you are outside the hall
5. Feel free to go to the pub observing rule of six.