



COVID-19 Policy & Guidance for Project Activities

This document sets out the measures put in place to reduce the risk of the spread of COVID-19 for those taking part in all activities relating to Cohere Arts projects. Guidelines follow as closely as possible the current [regulations set out by DCMS](#) and should be adhered to by all project participants. Everyone should be aware of current Government Guidelines and this COVID-19 Risk Assessment. By taking part in this event, you agree to follow these Guidelines.

IN SUMMARY

- **If you are experiencing COVID-19 symptoms, take a lateral flow test**
- **Please don't attend if you have tested positive for COVID-19 within 5 days of the event**
- **Whilst at the event, please take steps to minimise the spread of infection such as washing/sanitising hands where possible**
- **Please respect the individual needs of project participants who may be more vulnerable to COVID-19 infection**

Managing a confirmed case of COVID-19

- If you have tested positive for COVID-19 in the 5 days prior to the event, you are respectfully asked not to attend.
- Please also alert the team so that they can make alternative arrangements should you not be able to take part.
- Please alert the team as soon as possible if you have recently travelled to / from a country where there is a current COVID-19 outbreak, or quarantine measures in place.

COVID-19 Symptoms:

- continuous cough
- high temperature, fever or chills
- loss of, or change in, your normal sense of taste or smell
- shortness of breath
- unexplained tiredness, lack of energy
- muscle aches or pains that are not due to exercise
- not wanting to eat or not feeling hungry
- headache that is unusual or longer lasting than usual
- sore throat, stuffy or runny nose
- diarrhoea, feeling sick or being sick

Risk Assessment and Mitigation:

Should there be an upsurge in COVID-19 infections in the UK, the following pages set out the risks we have identified for project activities and the mitigating measures we have taken to reduce the risk of the spread of COVID-19.

Individuals who have been identified as 'at risk' include members of the creative team, external consultants and invited audience members. The following measures apply to all these groups of individuals, except where otherwise specified.

Individual vulnerabilities or concerns

If you have any particular vulnerabilities or concerns that may increase your risk of being infected by COVID-19 please make the project team aware, and/or take steps to mitigate your own risk.

1) Risk: Contracting or spreading COVID-19 while travelling to a workshop, rehearsal or performance

Mitigating Measures:

- Follow current government guidelines whilst travelling to stay COVID safe.
- Whatever the method of transport, everyone should sanitise their hands before and after travel.

2) Risk: An infected individual (or individuals) spread the virus to other individuals involved in the event

Mitigating Measures – Arrival:

- Where possible, avoid congestion at the entrance.
- If any team member is experiencing any covid symptoms, they must inform the project team upon arrival.
- In the event that an infected person is not identified through the above procedures, the cumulative mitigating measures set out in this risk assessment should significantly reduce the likelihood that the infection will be transmitted person to person.

Mitigating Measures – Rehearsals and workshops:

- Documents will be emailed in advance so participants can print their own prior to arrival if they wish.
- Surfaces and touch points in each indoor area will be cleaned by the team at the beginning and end of each day.
- When working inside, doors and windows will be left open where possible to ensure adequate ventilation within the space.
- Breaks may be taken outside if preferred. Participants will be required to bring their own snacks, lunch and drinks.
- Facilities for regular hand washing and sanitising will be provided.

Mitigating Measures – Community Participants:

- Participants who have tested positive for covid-19 within 5 days of the event are respectfully asked not to take part in the activity.
- Participants will be reminded to avoid congestion at pinch points at the venue.
- The company will respect individual preferences regarding the wearing of masks.

Mitigating Measures for Visually Impaired Participants:

- Touch tours and orientation sessions should be included as part of any induction or introduction
- Sighted guides or project participants assisting visually impaired participants should:
 - Respect the wishes of the visually impaired person regarding social distancing

- Respect the wishes of the visually impaired person regarding mask wearing
- If using a guiding aid, ensure this is cleaned with a sanitising wipe before and after use

Mitigating Measures – Shared Overnight Accommodation:

- Those staying in shared overnight accommodation will be allocated their own bedrooms.
- Surfaces and handles in shared areas such as bathrooms and kitchen should be cleaned regularly.
- Care must be taken in accommodation where there may be pinch points or areas where congregation is more likely.
- Those staying in overnight accommodation should bring pre-bought supplies in order to prepare their own snacks and meals.

3) Risk: government guidelines around Covid-19 change:

Mitigating Measures:

- Project team to regularly check government guidelines around covid-19 and monitor the level of risk.
- If changes result in the updating of this document, the project team will re-circulate it to all project participants.
- If changes to regulations or rules (national or local) mean that the event can no longer go ahead, the team will communicate this as soon as possible.