

Perthshire Musical (Competition) Festival Association - Registered Scottish Charity No. SC010789
 Perform in Perth - COVID risk assessment - COVID Officer: Eileen Waterston (Secretary), Tel: 07849 745000, Email: perthcompfest@hotmail.com

This COVID risk assessment was agreed by the Association Trustees on 25th February 2022.

It is in line with current Scottish legislation and is drawn up in line with restrictions provided by our various venues.

All our volunteers have read and understood this assessment. COVID contact data will be destroyed after 3 weeks.

Location	Risk	Mitigation
General	Contact tracing - audience	Sign-in sheet, including a phone number, to be filled out by all adults.
	Contact tracing - volunteers, adjudicators and accompanists	A list of those present during each session to be maintained.
	Contact tracing - performers	All performers register on arrival.
	Proximity creating risk of infection	Masks/face-coverings to be worn, in line with Scottish Government legislation. We acknowledge that under-12s are not compelled to wear masks and that some people are exempt. We supply masks for anyone who has forgotten. Masks can only be removed if necessary for performance.
	Spread of Covid	Everyone is advised to take a Lateral Flow Test before attending the festival. Festival applicants must pass this information on to performers.
	Spread by means of contact	Hands to be sanitised before and after touching shared instruments, equipment and furniture. Sanitiser to be available at Welcome Desk and near the performance area.
	Spread by means of contact	Surfaces to be sanitised before use, including tables and desks, prior to use and whenever there is a changeover in personnel. Webcast cameras and microphones to be operated by Oakford Media will be sanitised on arrival and operated by authorised staff only.
	Spread due to insufficient distancing	Performers will be seated in performance order, where possible, 1m apart.
	Spread due to insufficient distancing	Audience members are asked to leave 1m gaps when they choose seats. If this is not possible, it may be necessary to limit the size of the audience. This will be monitored.
	Proximity creating risk of infection	Screen between the adjudicator and their Steward
	Proximity creating risk of infection	Screen between Welcome Desk personnel and the public
	Proximity creating risk of infection	Adjudicator table not accessible by audience or performers
	Issue of trophies	Adjudicator to indicate that the trophy has been awarded rather than present it.
	Issue of awards	There is to be no handshaking.
	Issue of adjudication sheets	There is to be no handshaking.
	Issue of certificates	There is to be no handshaking.
	Spread due to wind players and singers	Additional time has been allowed for individual performers to do an adequately distanced warm-up prior to performance, in their performance space.
	Risk of spread from drinks provided at adjudicator's table.	Adjudicators to be advised to provide their own drinks if required.
	Risk of people not following our mitigations.	Enhanced signage at all venues, marked clearly with the Perform in Perth logo.

	Droplets	Suitable drip pads will be provided for the use of wind and brass players. Small plastic bags will also be provided, for a hygienic disposal.
	The possibility of somebody taking ill.	Should someone take ill at the festival, there will be a separate room in which they can be isolated until they are able to leave.
Concert Hall	Proximity creating risk of infection	Wind and brass players (only) to be allocated dedicated areas for warm-up, to avoid mixing. Wind and brass players to be seated 1m apart on the platform. Extra time has been built in to allow other musicians to warm up in the auditorium.
	Proximity creating risk of infection	Allocated seating areas for larger groups, with adequate spacing.
	Public, including performers	All to use the Track & Trace QR code - guidance from CH staff.
	Adjudicators and all volunteers	To check in and, electronically, fill out details and COVID declaration at Stage Door??
	Adequate backstage space	Separate rooms for Office, Stewards & Adjudicators.
Elim Pentecostal	Proximity creating risk of infection	Spacing of seats for performers.
St John's	Proximity risk in corridor	Entry via gate, turn right to reach Welcome Desk. Entry to Church only after those leaving have exited. Volunteer stationed at entrance to church to direct people. Exit will be by the normal church entrance (with separate arrangements for those with mobility issues).
	Risk of too many people in enclosed space	Upstairs available for audience when necessary.
	Risk of close contact	Spacing of seats for performers.
Bankfoot	Risk of too many people in enclosed space	Dedicated changing facilities: Numbers in changing rooms may need to be limited.
	Risk of close contact	Provide microphone and headphones for adjudicator and scribe.
NICC	Risk of too many people in enclosed space	Dedicated changing rooms: Numbers in changing rooms may need to be limited.
	Risk of close contact	Provide microphone and headphones for adjudicator and scribe.
St Leonard's	Risk of too many people in enclosed space	Kitchen: Only to be used by Festival personnel
	Risk of too many people in enclosed space	Office: Limit numbers of personnel and ventilate
	Risk of close contact	Doorway between Hall & Church: Must only be used by festival personnel. To enable this to work, access to Hall is only via Scott Street and access to the Church is only via Marshall Place. When both are in operation, tickets etc. will only be available at the Marshall Place entrance, with one Steward to manage arrivals for the Hall. Stair beside the hall to upstairs is out of bounds.
	Risk of close contact	When choirs are performing, the adjudicator will be positioned to the rear of the church, the choirs will have a dedicated seating area, accessed using the side doors and audience will be upstairs. The exception to that will be anyone who cannot manage the stairs will be permitted to sit at the rear, downstairs, distanced from the adjudicator.