



Updated 4/7/2021

## MTC Covid Safe Working Practices

My Town Choir (MTC) is committed to following working practices that help ensure that their staff and members are kept as safe as possible from the dangers of the Covid 19 virus whilst carrying out our activities. We will achieve this by following these guidelines.

- We will review these practices on a weekly basis, following the latest advice from the UK government.
- We will always take a lead from government regulations and adjust our behaviour according to the latest guidelines.
- Until both the restrictions are lifted, and we & our members feel it is safe to stop; we will put the following measures in place.
  - Hand sanitiser will be made available both at the entrance and within the hall.
  - We will sanitise door handles, light switches, furniture and WC facilities at the start and end of every session if government advice or venue risk assessment recommends so.
  - Adequate ventilation will be supplied in the hall by opening windows and/or doors.
  - No person shall be permitted to sing whilst facing towards another. All singing MUST take place either side-by-side or facing away from each other.
  - We will keep a register of those attending with contact details for at least 21 days.
- No staff or member will attend if they are feeling unwell or have a raised temperature.
- Ideally our staff and members will take a “Rapid Flow” test and ensure that it is negative before attending. These tests are encouraged but not compulsory. The Rapid Flow Tests are available free of charge from <https://www.gov.uk/order-coronavirus-rapid-lateral-flow-tests> We strongly advise that our members order and use these tests before attending our sessions.