

**Introduction and scope**

The Renaissance Choir (“the choir”) is committed to providing a healthy and safe environment for all those involved in the musical activities it organises. We will consider the risks and hazards at our rehearsal and concert venues.

**Responsibilities**

Overall responsibility for health and safety (H&S) sits with the choir committee, which delegates responsibility for carrying out specific measures to a designated person.

**Policy statements**

1. We will seek to reduce the risk of accidents and the reduce effects of ill-health by managing the H&S at our rehearsals and concerts. Risk assessments (RAs) will be completed for rehearsals and concerts and be made available. Where regular venues are used, any RA held by the venue will be reviewed on an annual basis or sooner if there is a material change at the venue which might affect the degree of H&S.
2. Tasks will be risk-assessed and appropriate instruction provided to ensure that everyone setting up and taking down equipment does so in a safe manner.
3. We will engage and consult with choir members and others on H&S matters. Choir members will be briefed on the nature of the RAs in place. Members and others will be encouraged to voice any concerns relating to H&S.
4. During a rehearsal or concert, we will ensure that we will be in a position to implement emergency procedures in the case of a fire or any other significant incident. We will ensure at least one individual is responsible for knowing fire procedures in hired venues and for communicating them to all those present.
5. During a rehearsal or concert, we will ensure that there is first aid provision.

**Specific measures** (refer to “How to approach health and safety” notes for examples)

We will:

- A. Reduce the risks from slips, trips and falls.
- B. Reduce the risks from setting up, moving and using equipment.
- C. If the situation is not clear, ensure that the members and audience know the routines to follow if there is a fire and that fire escapes are clear and can be unlocked.
- D. Ensure that a suitable and adequate first aid kit is accessible for all rehearsals and concerts.