

Ignite Choir Inc. COVID SAFE PLAN



Purpose

It is important that Ignite Choir Inc. assess and manage the risk of COVID-19 to Choir Members and event audiences. This plan outlines the planning, precautions, and actions that the Ignite Choir Inc. Committee will oversee.

Terms/Acronyms

Ignite	Ignite Choir Inc.
Committee	Currently active members of the Ignite Choir Inc. governing committee
Members	Choir members involved with singing
Virtual attendance	Attending an Ignite event using the Internet e.g. Zoom

Version Control

No.	Release Date	Comments
1.0	3/7/20	Initial release of document
2.0	4/8/20	Use of masks, hand sanitiser and appointment of Covid Safe Monitor during period of high risk of community transmission
2.1	11/8/20	Addition for Open Mic
3.0	29/10/20	New version adding Part 2 for Events (including end of year concert).
3.1	30/11/20	Update to Events in line with Roadmap to Recovery Minor amendments in other sections
4.0	10/1/22	Full Revision of the COVID Safe Plan

Introduction

Ignite Choir Inc. (Ignite) is an un-auditioned community choir comprising people who love the connection of singing together. Rehearsals are held weekly during 3 sessions across the year, and a concert at the end of each session. Social activities include open-mic and karaoke events. Ignite is run by an enthusiastic volunteer committee.

Ignite will follow all related Government requirements for COVID-19 safety, including social distancing, hygiene management, contact tracing and other protocols that may arise.

The Committee has been advised that singing produces a high level of respiratory particles (aerosols) which place group singing as a high-risk activity. Therefore, the Committee may also implement additional measures beyond the minimum requirements to maximise the safety of our members.

Section 1. Standard COVID-19 safety practices

1. Acceptance of Policy by Choir Members

By enrolling in an Ignite Session as a Member such persons have indicated they have read and accepted the COVID Safe Plan and are aware of their role in adhering to safety measures.

2. Attendance restrictions

Full Vaccination

Members

Persons seeking membership in 2022 must have full COVID-19 vaccination or hold a valid medical exemption. Full vaccination is 2 doses of a COVID-19 vaccines. Proof of vaccination must be provided by week three of a Session.

Screening on entry

In accordance with Government guidelines, people are not to attend Ignite Choir events for reasons as shown below (examples) or other reasons as may become relevant:

- If they have travelled overseas or a mandated hotspot in the last 14 days
- If they have any symptoms: fever, cough, sore throat, shortness of breath - see link to full list of symptoms ([COVID-19 Symptoms](#)).
- If they have taken a COVID-19 test and tested positive, or awaiting results

Note: Screening questions may be updated as required by government directions.

Pre-screening questions may be provided prior to an event, e.g. concert.

Social distancing / Occupant density

Measures will be put in place to ensure social distancing is achieved in accordance with Government guidelines. These measures will include:

- Capacity restrictions for rehearsal, concerts, and other events in line with density requirements
- The physical layout in any rehearsal venue will be designed for the safety of choristers, conductor, and accompanist
- Signage will be provided for Social Distancing and Hygiene.
- Ventilation will be maximised.

Hygiene

In accordance with Government COVID-19 hygiene recommendations, furniture and equipment will be regularly sanitised. Cleaning supplies will be available for sanitising that will be carried out by committee members and choir members who have specifically volunteered for this task.

A rehearsal setup checklist will be used to guide the lead committee member for each rehearsal.

Ignite will supply hand sanitiser at the registration desk for rehearsals and events.

Ignite Choir Inc will require that members and event patrons comply with any compulsory Government requirement for the wearing of personal protective equipment at choir events. In

addition, the Ignite Choir Committee may require the wearing of masks above any compulsory restrictions, due to the risk of choir singing.

The Ignite Choir Committee may appoint a COVID Safe monitor from the committee to enforce social distancing for specific rehearsals or events.

To minimise contact, all payments for choir membership, library fees, donations and other purchases will be arranged so they are cashless, using credit cards or direct debit. Online registration such as TryBooking for membership and library fees will be promoted.

Contact tracing

The Check in Qld app will be utilised for all rehearsals and events to facilitate contact tracing and vaccination status.

The Ignite Choir Committee will also maintain a register of members for each Session, plus take a roll at every Rehearsal.

Communication of COVID Safe Plan to Members

The COVID Safe Plan will be distributed to members.

- The plan will be available from the Ignite Choir website.
- New member registration. Any person joining the choir will have access to the plan at the point of registration.
- Members can direct any queries or comments about this COVID Safe Plan to the Ignite Choir Committee by email to ignitechoirinc@gmail.com

Section 2. Concerts and Social Choir Events

Concerts and social events are valued occasions for the Ignite Choir inc. community. Additional preparation and COVID-19 safety measures will be in place to reduce risk of transmission.

As per rehearsals, the set up will:

- Require the audience to register/book via an online (cashless) service.
- Comply with maximum capacity rules.
- Comply with the Check in Qld App and Screening Requirements for entry.
- Comply with hygiene and sanitation practices and signage.

And in addition:

- Large group traffic flow will be managed with entry and exit plans and limited access to areas such as staging and green rooms.
- Seating management e.g., allocation and ticketing, distancing and any use of cabaret style seating for audiences will be within Government guidelines.
- Choir and musician/other performer positioning will be within Government guidelines. Including the distance between performer and audience.

Vaccination Status: Concert Audience

For the vaccination status of audience members, the Committee will be guided by the rules related to any concert venue or Government restrictions relevant at the time.

Additional planning and set-up for events

- Plans for the venues will be prepared so that all entry will be monitored, and Check in Qld App signage available.
- Concert length may be shortened to reduce time in large groups, and a concert interval may be removed to minimise traffic and congregation points at toilets, entrances and exits.
- Social distancing signage will be prominent to avoid crowding.
- An area will be established for audience or choir members who become unwell during the event and require isolation from other attendees.
- Cleaning protocols for high traffic areas will be established and the committee will ensure adequate supplies of cleaning products.
- Hand sanitising stations will be planned for entry points, and throughout the event site for choir members and audience.
- The venue will utilise maximum ventilation.
- The Event MC will inform the audience of public health measures implemented at the venue.
- Volunteers to the event will receive orientation to the COVID safe event planning and roles.
- Choir, band, orchestra, technical staff (crew) and volunteers must maintain social distancing to the extent that is reasonably practical when performing, moving to and from performance spaces, in the Green Room before and after the concert or social event and during break times.
- Where necessary, suitable staging equipment (e.g., choir risers, stage platforms) will be used to accommodate performances safely and comfortably by the choir, whilst maintaining physical distancing. Capping of choir numbers or rezoning of audience seating may be carried out to ensure physical distancing is maintained.
- Microphones will be cleaned prior to use by another person.
- Choir members may choose to wear a mask at any event.

Ignite Choir Committee will ensure to communicate the below expectations to concert audience:

- A refund policy will be clearly defined in social media. Refunds will be available at late notice.
- Promotion will include COVID-19 screening requirements for attendance.