



Rehearsal Risk Assessment

The Chiswick Choir was founded in 1976 and performs three concerts per year in venues around Chiswick and west London. It rehearses on a Tuesday evening from 8-10pm in St Michael's Church Hall, Elmwood Road, Chiswick and occasionally in St Michaels Church. The choir members number between 80 – 100 adults of all ages, some with physical or mental disabilities. We have a piano accompanist and a musical director/conductor. Our concerts are supported by orchestras and soloists.

The Chiswick Choir hires the premises for its rehearsals and abides by the Church Hall risk assessment.

Chiswick Choir Assessment by: Susanna Everton Date: Jan 2020 Review: Jan 2022

	Who might be harmed and how?	What are you already doing to control the risks?	What further action do you need to take to control the risks?	Who needs to carry out the action?	When is the action needed by?	Done
Fire	Members of the choir may be affected if a fire occurs during rehearsal	The venue has a fire alarm and signed evacuation routes. There is a fire extinguisher and fire blankets. There is no smoking allowed on the premises, and no naked flames. The	Assistance may need to be given for members with special needs	Those members seated nearest to the individuals.	Immediately	yes

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		Choir does not use the kitchen cooker.				
Slips, trips and falls	Members of the choir may be injured if they slip, trip or fall	The venue owners are responsible for the maintenance of the premises including adequate lighting and the condition of the access and flooring.	To report to the owners any defects in the lighting, and to the state of the access or flooring	Members who identify the problem	As soon as is practical	
Electrical shock	Members of the choir may experience an electric shock. Changing light bulbs	It is the responsibility of the venue owners to ensure all utilities are in working order. If a bulb is not working it can be replaced, or rehearsal can continue without. No member is expected to interfere with any electrical circuit boards.	To report to the owners of the venue any defects in lighting	Members who identify the problem or the Chairman	As soon as practical	
Manual handling	Members of the choir may injure their backs or limbs	Chairs are stored in the hall cupboard in stacks of 8. These are moved into position by using a trolley.		Members	Weekly at rehearsal	

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	<p>Handling chairs</p> <p>Moving piano, conductor's platform and piano stool</p>	<p>Members self-select as capable to move the trolley and unload each chair individually. The reverse process takes place at the end of rehearsal with members stacking the chairs.</p> <p>The piano is moved into position by two members and returned to the cupboard.</p> <p>Conductor's platform and piano stool moved by a member</p>				
Vulnerable persons	<p>Members of the choir</p> <p>Access to venue</p> <p>Safeguarding</p>	<p>The venue is designed to allow those with mobility issues to access and egress the premises. Space to be allowed around the placement of chairs.</p> <p>There is a Choir Safeguarding Policy that is designed to</p>	<p>All members to be alert to the needs of those with mobility issues and assist if required.</p> <p>All members of the choir to be made aware of the</p>	Chairman, Committee and members	As soon as is practical	

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		ensure that vulnerable people are protected.	Safeguarding Policy and their responsibilities within it.			
Noise	Choir members, noise induced hearing loss.	The rehearsal has piano accompaniment only. The rehearsal lasts for two hours once a week. The volumes have not been measured but do not appear to exceed recommended levels. The Choir is not 'at work' although the Musical Director and Accompanist are.	Sound level measurements could be made to assess accurately the noise exposure to those at work and Choir members.	Committee need to sanction the expenditure	As directed	
Environmental	Choir members Room too hot or too cold	It is the responsibility of the venue owners to ensure all utilities are in working order. The Hall has two skylights which can be opened for extra ventilation using a window pole. If used by a member it needs	To report to the owners of the venue any defects in heating f or ventilation	Members who identify the problem or the Chairman	As soon as practical	

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		to be stored securely after use, to prevent it falling on other members and causing an injury.				