



# Luminosa Music

A NEW ORCHESTRA for GALWAY

## Covid-19 Response Plan

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In consultation with SLUA Event Safety Consultancy,  
The HSA, IAYO and Sing Ireland.

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## Introduction

This document has been prepared in order to communicate all current and available safety guidelines and recommended protocols to our members, collaborators and production team. We have prepared our own safety protocols based on the current recommended guidelines. Please bear in mind that these guidelines are constantly being reviewed by Government and Public Health and Safety officials and this documents will be updated and reviewed accordingly.

Luminosa Music has a legal duty of care to its members, to each other, and to the public. This document should be read thoroughly by all members, artists and production team to ensure that we are doing everything we are required to do, and ought to do to protect each other.

## Returning to performance

By adhering to the guidelines in this document, we can return to rehearsals and performance, under the current guidelines. Performances are currently permitted to have a 50% audience capacity all wearing masks and should have provided their EU digital covid certs before entry to the venue. No performances should take place or run over an 8pm curfew.

## Aims

We are all required to adhere to the guidelines set out in this document in order to reduce the risk of spreading COVID-19 and minimise the risks to vulnerable members of our society.

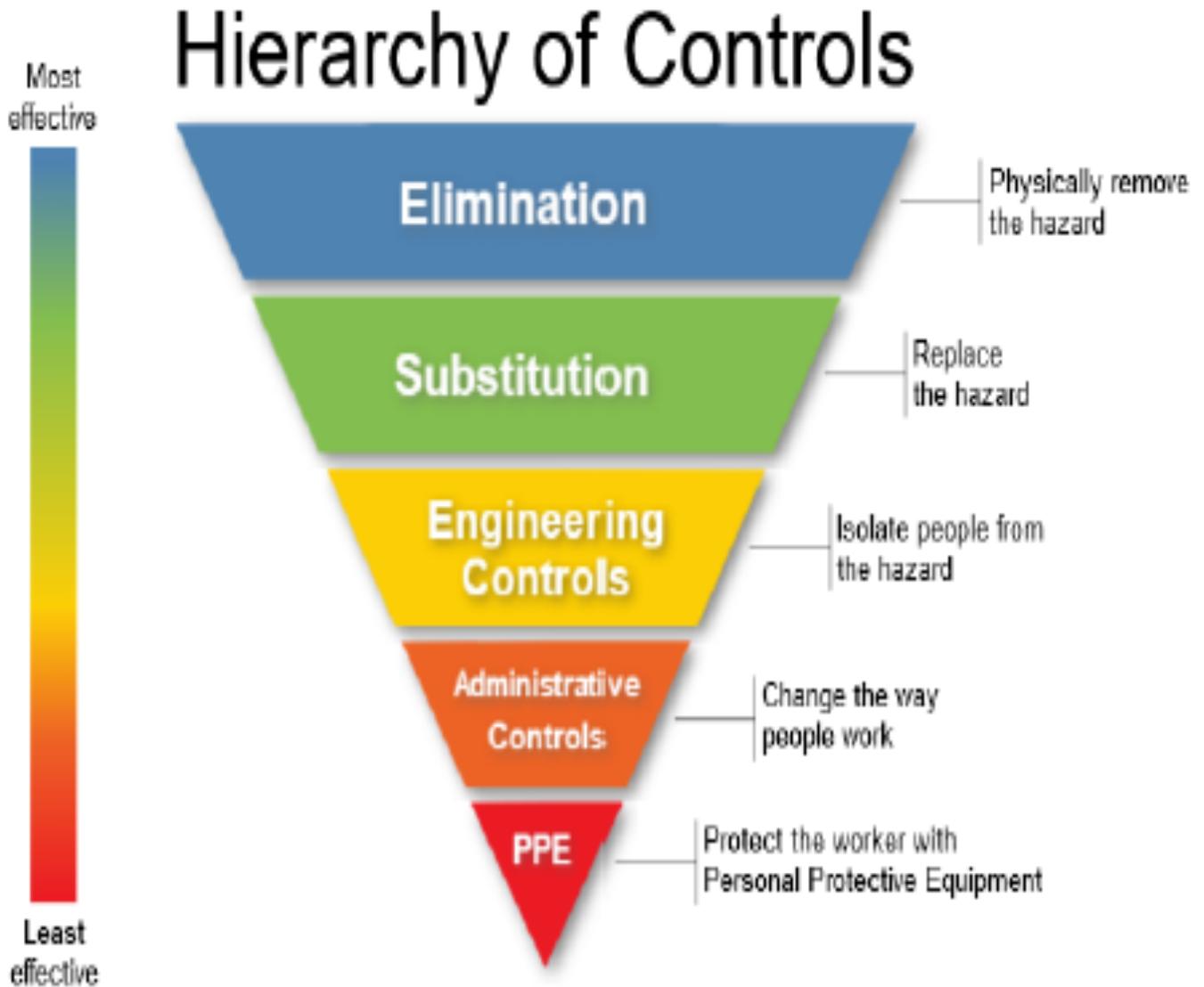
Within this document we aim to :

- Produce a risk assessment
- Illustrate the most effective and practical control measures
- Communicate the systems in place to minimise these risks
- Inform you of what you need to do to comply
- Inform you of what we will do to enable your compliance
- Let you know the protocol for dealing with symptoms or a diagnosis of Covid-19.
- Commit to continually monitoring and updating both this document and you with the relevant and appropriate advice or instructions with regard to COVID-19.

Note: The plan is a live working document and will be reviewed on an ongoing basis and amended to take into account new guidance from [www.Gov.ie](http://www.Gov.ie), [www.dbei.ie](http://www.dbei.ie) [www.hse.ie](http://www.hse.ie), [www.hpsc.ie](http://www.hpsc.ie) and [www.hsa.ie](http://www.hsa.ie) as it is published. Updates will be reflected in the version number of the document on the title page.

## Control Measures

This diagram outlines the control measures from most effective to least effective. This gives us a scale of understanding of assessing and reducing risk. What we are trying to do by continuing to rehearse and perform is a blend of these measures.



## Covid-19 Policy Statement

Luminosa Music is committed to providing a safe and healthy place to rehearse and perform both to our members and the public. Our policy will take into account the venues we use for rehearsals and performance, and their own safety policy. We have therefore developed this plan and aim to :

- Continue to monitor the official guidelines
- Update this document to reflect any changes
- Circulate this information as soon as it is available
- Ensure all members engage with the regulations and complete a Health Screening Form prior to first rehearsals.
- Enable compliance with guidelines in whatever way we can
- Keep a contact tracing log for 28 days after first meeting for rehearsals
- Implement response actions immediately following a suspected case
- Provide information on what to do if symptoms develop
- Implement appropriate cleaning in association with venue
- Consult with members on efficacy of procedures and amend if necessary and within official guidelines.

Luminosa Music's Compliance Manager is Lucy Hayward O'Leary and can be contacted at [info@Luminosa Music.ie](mailto:info@Luminosa Music.ie) or 086 3526455.

## Current Guidelines

Current advice published on Gov.ie – Reframing the Challenge.

<https://www.gov.ie/en/publication/3361b-public-health-updates/?referrer=http://www.gov.ie/en/publication/cf9b0d-new-public-health-measures-effective-now-to-prevent-further-spread-o/#>

### Update on the Omicron variant

<https://www.gov.ie/en/press-release/a6110-update-on-the-impact-of-the-omicron-variant-of-covid-19/>

Following public health advice, the government has agreed that the remaining aspects of the hospitality, entertainment and night-time economy sector can reopen only with the full range of protective measures in place and the wide and robust implementation of the [EU Digital COVID Certificate](#) (COVID-19 pass). This will allow us to move forward carefully with Ireland's plan for the next phase of our response to the COVID-19 pandemic.

Protective measures include:

- requirement for [EU Digital COVID Certificate \(COVID-19 pass\)](#) (vaccine or recovery certificate) for attendees to indoor hospitality and events (Booster certs are being sent out currently as of January 2022)
- face masks (can be removed for consumption of food or drinks as appropriate) but not in groups larger than 6.
- collection of contact tracing data

The assessment should consider the risk factors for getting COVID-19.

Those are:

- distance
- activity
- time
- environment

The assessment should also include controls such as managed entry, improved hygiene facilities, and regular cleaning to limit these.

Facilities should observe physical distancing guidelines and apply the public health checklist to their operation. Guidance on mass gatherings should also be followed.

- wash your hands well and often
- cover your mouth and nose with a tissue or bent elbow when coughing or sneezing, and discard used tissue safely
- distance yourself at least 2 metres away from other people, especially those who might be unwell
- limit your contact with others when out and about
- keep your close contacts to a small number of people
- keep a log of all of your contacts throughout the day
- limit the amount of time you spend in direct contact with other people
- avoid crowded areas. If an area looks busy, go somewhere else or return at a quieter time

By law, you have to wear a face covering:

- on public transport
- in shops, shopping centres and some other indoor settings - [see the full list of places](#)

Wearing of face coverings is also **recommended** in the following circumstances:

- by people visiting the homes of those who are over 70 years of age or who are medically vulnerable
- by people who are being visited in their homes by those who are over 70 years of age or who are medically vulnerable
- if you are sharing a car or other vehicle with someone you don't live with

Wearing cloth face coverings may help prevent people who do not know they have COVID-19 from spreading it to others.

[Know the symptoms of COVID-19.](#)

Click here for full HSE guidelines:

[SYMPTOMS OF COVID -19](#)

The most common symptoms of COVID-19 are:

- [fever \(high temperature - 38 degrees Celsius or above\)](#) - including having chills
- dry cough

- fatigue (tiredness)

Less common symptoms of COVID-19 include:

- [loss or change to your sense of smell or taste](#) – this could mean they're completely gone or just different to normal
- nasal congestion (runny or blocked nose)
- conjunctivitis (also known as red eyes)
- sore throat
- headache
- muscle or joint pain (aches and pains)
- different types of skin rash
- nausea or vomiting
- diarrhoea
- chills or dizziness

Symptoms of severe COVID-19 disease include:

- [shortness of breath](#) or breathing difficulties
- loss of appetite
- confusion
- pain or pressure in the chest
- [fever \(high temperature - 38 degrees Celsius or above\)](#)

You may not have all of these symptoms or your symptoms may be mild. Symptoms may vary for different age groups or variants of the virus.

It can take up to 14 days after you are infected for symptoms to show. You can spread COVID-19 during this time.

Symptoms of COVID-19 can be similar to symptoms of [cold](#), [flu](#) or [hay fever](#).

If you are in doubt about any symptoms you have, phone your GP.



## COVID-19 Risk Assessment

This risk assessment is designed to illustrate graphically where the higher risks are in gathering to rehearse during the COVID-19 pandemic. Other risks are not covered in this risk assessment.

### Risk Management

Finding answers to the questions posed will provide a list of possible controls that can be implemented. A risk assessment does NOT control risk in itself, it lists the control measures that need to be put in place. The successful delivery of a plan must be monitored, reviewed regularly and updated with new guidance documents when issued by the HSE, NPHET and Government.

Developing controls specific to your rehearsal space/venue circumstances is significantly devalued unless performance is monitored over time. Plans need to be in place to routinely review the effectiveness of the controls. It is vital to ensure that these controls are maintained and even improved as our knowledge about the virus, its transmission and its control develops.

### Risk Assessment Procedure

1. What is the hazard
2. Who is at risk
3. What are the current control measures
4. What is the level of Risk (Likelihood x Impact)
5. The additional controls needed
6. Who has responsibility for implementing these measures
7. Date of assessment and when it was completed

Table showing combined risk

<b>Combined Risk</b>			
<b>Activity Assessment</b>	<b>Low risk activity</b>	<b>Moderate risk activity</b>	<b>High risk activity</b>
<b>Environment Assessment</b>			
High risk environment	Medium	High	High
Moderate risk environment	Low	Medium	High
Low risk environment	Very low Risk	Low	Medium

## Luminosa Music Risk Assessment – Covid-19 Assessment.

*Luminosa Music has a separate risk assessment for all other risks.*

Step 1 IDENTIFY HAZARDS / ACTIVITY	Step 2 ASSESS THE RISKS			Step 3 ADDITIONAL CONTROL MEASURES		
What are the Hazards?	Who is at Risk?	Current Controls	Level of Risk	Additional Controls needed	Action by Whom and when	Date Completed
Coughing	Those within 2m	Wearing of Face Coverings	Low	Space out group more, ensure more ventilation – provide face coverings & cleaning		
Sneezing	Those within 2m	Wearing of Face Coverings	Low	Space out group more, ensure more ventilation – provide face coverings & cleaning		
Physical touch	Anyone in the group	Use hand sanitiser refrain from physical touch	Low	Ensure group maintains a 2m distance – Provide hand sanitiser & cleaning		
Talking, Singing, Breathing	Anyone in the group	Maintain 2m distance	Low / Medium	Ensure better ventilation & cleaning		
Travel to and from rehearsals	Anyone in the group	Limit the use of public transport where possible. Do not congregate in groups before or after rehearsals	Low / Medium	Ensure proper contact tracing documentation is completed		

Risk Assessment Completed by: Lucy Hayward O'Leary

Date: January 2022

Source: *British Medical Journal – Risks of SARS COV-2 Transmission*  
 Risk Assessment for Luminosa Music within Blue Circle :

Type and level of group activity	Low occupancy			High occupancy		
	Outdoors and well ventilated	Indoors and well ventilated	Poorly ventilated	Outdoors and well ventilated	Indoors and well ventilated	Poorly ventilated
<b>Wearing face coverings, contact for short time</b>						
Silent	Green	Green (Rehearsals)	Green	Green	Green (Concerts)	Yellow
Speaking	Green	Green	Green	Green	Green	Yellow
Shouting, singing	Green	Green	Yellow	Yellow	Yellow	Red
<b>Wearing face coverings, contact for prolonged time</b>						
Silent	Green	Green	Yellow	Green	Yellow	Red
Speaking	Green	Green*	Yellow	Yellow*	Yellow	Red
Shouting, singing	Green	Yellow	Red	Yellow	Red	Red
<b>No face coverings, contact for short time</b>						
Silent	Green	Green	Yellow	Yellow	Yellow	Red
Speaking	Green	Yellow	Yellow	Yellow	Red	Red
Shouting, singing	Yellow	Yellow	Red	Red	Red	Red
<b>No face coverings, contact for prolonged time</b>						
Silent	Green	Yellow	Red	Yellow	Red	Red
Speaking	Yellow	Yellow	Red	Red	Red	Red
Shouting, singing	Yellow	Red	Red	Red	Red	Red
<b>Risk of transmission</b> Low <span style="color: green;">■</span> Medium <span style="color: yellow;">■</span> High <span style="color: red;">■</span>						
* Borderline case that is highly dependent on quantitative definitions of distancing, number of individuals, and time of exposure						

## Rehearsal Protocols

What do we need to do?

Now that covid cases are on the rise again, we need to take extra precautions:

Please read the government return to work protocol here:

<https://www.gov.ie/en/publication/22829a-return-to-work-safely-protocol/>

Remember the key areas:

- **No person should attend for work if they are showing any symptoms of Covid-19.**
- Handwashing – do this often
- Social Distancing – 2m between everyone at all times
- Face Coverings – to be worn during rehearsals while inside - During performance it will be permitted to remove mask as long as a distance of 2m is maintained or a negative antigen test result has been provided.
- **For string players it is required to wear a mask at all times.**
- **Antigen tests should be provided for employees who are not vaccinated.**
- **For singers, it is required to have taken two antigen tests *if singing without a mask*. The First test should be done 48 hours before arriving for your first rehearsal. The second should be done 24 hours before arrival. After the test, you should restrict your movements.**
- Food and Drink – bring your own – preferably, consume outside or in your car.
- Equipment – do not share

1. Do not attend for rehearsals if you have symptoms of COVID-19. These can include
  - a. High Temperature
  - b. Cough
  - c. Shortness of breath or breathing difficulties
  - d. Loss of sense of taste or smell
2. Complete the Health Screening Form which will have been sent to you by email and return to [Info@Luminosa Music.ie](mailto:Info@LuminosaMusic.ie). This should be done the day of the first rehearsal.
3. **Travel:**
  - a. When travelling to and from rehearsals, performers should not share taxis or small vehicles where social distancing is not possible
  - b. If you are travelling from outside the Republic of Ireland, or have visited/passed through a country not currently on the green list for travel in the previous 14 days, it may be necessary to self-isolate on your arrival. Please visit <https://www.gov.ie/en/press-release/638a6-minister-for-health-announces-changes-to-international-travel-requirements/>

- c. Performers should also ensure that by travelling to the Republic of Ireland, they are not breaching guidelines in their home country, or those of any country that they may be passing through.
4. Individual music stands should be used.
5. Do not share any equipment. You should have your own parts – notes should be shared by email if needed.
6. You will be spaced out at 2m distance from each other where possible. The Government guidelines specify that where 2m cannot be achieved, that mask wearing and increased ventilation will modify the increased risk. Negative antigen test results will modify this risk further.
7. On arrival to the rehearsal venue, you must **use the hand sanitiser**. Do not congregate inside the building – move straight to your position and remain there until an assigned break. **There will be no changing facilities. There are toilets with hand washing facilities.**
8. Break times will be half way through a 3 hour rehearsal and it is recommended to go outside for these.
9. There will be no tea or coffee facilities – please purchase / bring your own refreshments. These should be consumed outside or in another controlled environment such as a café or restaurant.
10. Hand sanitiser will be available.
11. Please aim to keep a distance of c. 2m between you and someone else either while rehearsing or performing, or during breaks or using the facilities.
12. Face coverings should be worn while rehearsing and performing for string players. For performances, singers' masks can be removed if permitted by the venue and where they have provided negative antigen tests.
13. If you develop symptoms at a rehearsal you will be required to immediately leave the building and return home. If we have adhered to the protocols above, there should be no need for anyone else in the group to quarantine or return home.
14. Download the Covid Tracker App – which will notify you of potential exposure and enable more efficient contact tracing.

## Venue Controlled Environment Protocols

1. One way system
2. Physical distancing
3. Respiratory Hygiene
4. Air circulation
5. Isolation area
6. Cleaning

These protocols will be advised in due course prior to rehearsals.

## SAMPLE: Health Screening Form

To help prevent the spread of COVID-19 in the workplace, every member of the orchestra, performer or production personnel must complete and sign a form such as this, before attending rehearsals. Please answer all the questions. Your contact information is needed for contact tracing purposes. This information will be kept for 28 days on record and used exclusively for public health contact tracing purposes only. This is compliant with the GDPR regulations. THE FORM WILL BE SENT BY EMAIL AND SHOULD BE COMPLETED ONLINE.

Name:	<input type="text"/>		
Address:	<input type="text"/>		
Tel:	<input type="text"/>		
Venue:	<input type="text"/>	YES	NO
1.	Do you have symptoms of cough, fever, high temperature, sore throat, breathlessness, flu like symptoms or loss or change to your sense of smell or taste; now or in the past 14 days?	<input type="checkbox"/>	<input type="checkbox"/>
2.	Have you been diagnosed with confirmed or suspected COVID-19 infection in the last 14 days?	<input type="checkbox"/>	<input type="checkbox"/>
3.	Are you a close contact of a person who is a confirmed or suspected case of COVID-19 in the past 14 days (i.e. less than 2 metres for more than 15 minutes in total in one day)?	<input type="checkbox"/>	<input type="checkbox"/>
4.	Have you been advised by a doctor to self-isolate at this time?	<input type="checkbox"/>	<input type="checkbox"/>
5.	Have you been advised by a doctor to cocoon at this time?	<input type="checkbox"/>	<input type="checkbox"/>
6.	Please tick the box to confirm that you have read and understand the Covid Guidelines in Luminosa Music's Covid Response Document		
* Additional information	<input type="text"/>		

Signature:

## Response Protocols

### How do we respond to a case of Covid – 19?

If someone displays symptoms of COVID-19 while at a rehearsal, the following procedure will be implemented:

- The person should leave the building immediately. The person will be accompanied to the designated isolation area only **if they need to organise transport home**. If they have travelled from another country, they will need to self-isolate for the recommended time and cannot travel until this time has passed. This is according to the guidelines of their own country.
- Once at home, the person should self-isolate and contact their GP by phone to arrange a test.
- Public transport **should not** be used to travel home if you suspect you have Covid-19.
- The Isolation area will be thoroughly cleaned afterwards.
- Log your symptoms on the COVID Tracker App.

## Summary

This document has outlined all the necessary precautions and protocols we must take in order to reduce the risk of catching or passing on COVID-19.

Clear instructions have been given on how to use the physical space, how to practice good respiratory hygiene, what precautions should be taken to avoid spreading COVID-19 and what procedures are for a suspected case or diagnosis.

Contact tracing will be streamlined and all members screened before rehearsals.

In this way, we can manage the risks associated with either contracting the virus or simply passing it on. We can mitigate the risks to the LOW category if the guidelines are adhered to.

Thank you for your time, patience and understanding in reading this document. We look forward to welcoming you back to music making and delivering wonderful concert experiences to our audiences in a safe and responsible way.

## Resources and Links

Irish Authorities:

The Health & Safety Authority : [www.HSA.ie](http://www.HSA.ie)

The Health Service Executive: [www.HSE.ie](http://www.HSE.ie)

SLUA Event Safety Consultancy: [www.slua.ie](http://www.slua.ie)

Update on the Omicron variant

<https://www.gov.ie/en/press-release/a61110-update-on-the-impact-of-the-omicron-variant-of-covid-19/>

Return to work protocol:

<https://www.gov.ie/en/publication/22829a-return-to-work-safely-protocol/>

Other Sources:

The British Medical Journal: [www.bmj.com](http://www.bmj.com)

This document was prepared by Lucy Hayward O'Leary for Luminosa Music. Luminosa Music is a company limited by guarantee: CRO 691286

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