



Summary

Reference: RA066549/2

Sign-off Status: Authorised

Date Created: 12/10/2023	Confidential? No
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Assessment Title: UCL Chamber Music Club (CMC) - rehearsals and concerts in Haldane Room, Wilkins Building

Assessment Outline: This risk assessment is for rehearsals and concerts carried out by members of the UCL Chamber Music Club in the Haldane Room. The activity that will be carried out is music practice and performance, using the piano provided or instruments belonging to our members or singing. The number of people in the room at any one time (who could be staff and students at UCL or people external to UCL) will be determined by the capacity of the room. The Chamber Music Club is not affiliated with any UCL department; (the person doing the risk assessment is the Club Chair and works in the LCN but this department is not responsible for Chamber Music Club activities). This risk assessment will be approved by two current or former members of the CMC committee.

Area Responsible (for management of risks)		Location of Risks On-Site	
Division, School, Faculty, Institute:	Faculty of Maths and Physical Sciences	Building:	Wilkins Building (Main Building)
Department:	London Centre for Nanotechnology	Area:	Ground and Above
Group/Unit:	All Groups/Units	Sub Area:	Seminar Room/Meeting Room

Further Location Information:	Haldane Room
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Is additional GM or HG approval required? Only relevant to specialist biological risk assessments (GMM2, GMM3, HG2, HG3, GM animals, GM plants) except GMM class 1.:	Click SELECT to change ONLY if this is a GMM Class 2, GMM Class 3, HG2, HG3, GM animals or GM plants risk assessment
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Assessment Start Date: 12/10/2023	Review or End Date: 11/10/2024
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Relevant Attachments:
Description of attachments:
Location of non-electronic documents:

Assessor(s):	FISHER, ANDREW
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Approver(s):	ELIZABETH MOONEY MARIA KILADI
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Reason for Review
Type: Periodic Review
Reason:

Signed Off:	MARIA KILADI (12/10/2023 18:08) ELIZABETH MOONEY (13/10/2023 17:29)
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PEOPLE AT RISK (from the Activities covered by this Risk Assessment) *

CATEGORY
Employees
Post-Graduates
Undergraduates
Members of the Public



1. Music rehearsals and performance

Description of Activity:

Music practice / rehearsals / performance by individuals and/or small ensembles using the piano and/or harpsichord provided and/or instruments owned by CMC members, with or without an audience.

Hazard 1. spread of COVID-19 virus

Infection of people in the room with COVID-19 virus

Existing Control Measures

Following UCL recommended COVID-19 safety measures, including:
ventilation including opening windows;
pre-registration of audience members;
social distancing;
use of face-coverings by individuals encouraged if that is their preference, in line with UCL policy.

Hazard 2. Manual lifting, handling or carrying

Musculo-skeletal injury from push, pull, lift load

Existing Control Measures

Concert organisers advised to read Manual Handling guidelines on the Estates website - link provided on the CMC concert organisers' webpage: <https://www.ucl.ac.uk/chamber-music/committee-constitution/concert-organising>

Hazard 3. Trip hazard

Music and equipment stands, bags and cases of musical instruments, musical instruments, chairs.

Existing Control Measures

Concert organisers are to follow guidelines on the CMC Concert Organisers' Checklist, displayed on the CMC Concert Organisers' webpage, including to tell musicians where to keep cases, bags, musical instruments and music stands.
Chairs and stands are to be set out before the audience is admitted to the room.
Set up of equipment stands to leave aisles and all exit points free.

Risk Level

With Existing Controls:





Risk Assessment

Risk
Level

**A -
Very
Low /
Trivial**