



Coronavirus Covid-19 Risk Assessment for Public Worship

Ref	Identified Hazards	Arrangements to mitigate risk	Arrangements implemented by (Name) and when?	Completed
1a	Possible contamination in the building – process for bringing building back into use	<ul style="list-style-type: none"> ▪ A full clean has been carried out before reopening and confirmation of this visible on entering the building ▪ Building has been aired where possible ▪ Electrical systems have been switched on and checked if necessary ▪ All taps and other hot and cold water-outlets have been run through for at least five minutes to ensure the water system has been thoroughly flushed through. In case of any concern, appropriate professional help/advice has been sought ▪ Hand sanitisers have been made available to those entering and exiting the church building ▪ Stocks of liquid soap, disposable hand wipes, paper towels and toilet paper have been checked. All hand towels removed. Person responsible for keeping these supplies in stock identified. This will be: <p>.....</p>		<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

1b	Possible contamination in the building – safe practice for using the building (general)	<ul style="list-style-type: none"> ▪ Each person should enter and leave the building one at a time, signing in and out of a log book. Log books acquired ▪ Whilst it is acknowledged that fire doors play an integral role in church safety, it is currently assessed that key corridor doors may need to be held open to avoid handle contamination. Fire doors to be closed when everyone leaves church ▪ Food consumption is not permitted in the building until further notice ▪ Individual areas to be assessed to determine the maximum number of people that can be accommodated to enable adequate social distancing (2 metres or as identified in national guidance) ▪ Maximum occupancies identified and clearly visible on or near doors ▪ The number and movement of congregants throughout the church to be planned and managed ▪ Chairs positioned at the appropriate distance apart or markers used ▪ Recovery & re-opening logistics planned, agreed and communicated ▪ Risk assessment complete 		<input type="checkbox"/>
2	Specific contamination risk within church offices/vestries	<ul style="list-style-type: none"> ▪ Maximum occupancy level clearly visible on or near the office door ▪ Due to office/vestry size, layouts and limited space, requests may need to be made from the doorway without entering 		<input type="checkbox"/>

		<ul style="list-style-type: none"> ▪ Sufficient liquid soap will be available at all times in all toilets, this will be checked regularly by the designated cleaner/cleaning team and will be topped up in between if required ▪ Hand drying will be by air hand drier or disposable towels only ▪ Bins in toilets will be emptied regularly ▪ Children should be accompanied by their parents when using the toilet 		
5	Spread of Coronavirus – general awareness	<ul style="list-style-type: none"> ▪ Public Health advice on handwashing/respiratory hygiene (posters, banners) made available (including tissues for Catch it, Bin it, Kill it) ▪ Handwashing/Sanitisation facilities at entry points. Stringent handwashing/sanitisation taking place – gel sanitiser where washing facilities are not readily available 		<input type="checkbox"/> <input type="checkbox"/>
6	Airborne transmission of Coronavirus at church	<ul style="list-style-type: none"> ▪ Staff, volunteers, visitors instructed not to attend church if they have symptoms of Coronavirus (COVID-19) and to follow guidelines (detailed below). Posters etc to remind individuals ▪ Staff, volunteers, visitors instructed not to attend if a close/household contact has symptoms or has tested positive until their quarantine is complete, or if advised by NHS Track & Trace ▪ Reduce the number of people coming to church to what is absolutely necessary, to maintain social distancing measures. Posters etc to remind individuals ▪ Numbers at services limited to the maximum calculated in recovery logistics. Plan developed and implemented if necessary. 		<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

		<ul style="list-style-type: none"> ▪ Visitors will be encouraged to leave the building promptly after the service and to socialise outside, if desired – where social distancing should be respected. There will be no refreshments until future notice ▪ Visitors asked to leave as directed by stewards, sanitising prior to leaving ▪ Ventilation will be ensured where possible ▪ Tasks will be reassigned where possible to enable them to be done by one person, or by maintaining social distancing measures (two metres) ▪ Arrangements will be in place to ensure monitoring compliance ▪ People should avoid using public transport to travel to church where at all possible 		<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
7	Surface transmission of the virus	<ul style="list-style-type: none"> ▪ Guidance will be reiterated on appropriate cleaning and hand washing hygiene. Handshaking, hugs, sharing of the peace are suspended until further notice ▪ Hand sanitiser will be provided for when entering and leaving church ▪ Everyone will be encouraged to wash or sanitise their hands upon entering the building and at regular intervals thereafter ▪ There will be no reuse of books or booklets within one week. Any booklets used will be quarantined at the end of a service. People will be enabled to follow liturgy electronically ▪ Cash donations will be taken in the collection trays. These will then be dated and left for a minimum of 3 days before counting. Contactless payments will be encouraged where possible 		<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

		<ul style="list-style-type: none"> ▪ Communion will be offered/received in strict compliance with national guidelines and within local contextual choreography ▪ There will be frequent cleaning and disinfecting of objects and surfaces that are touched regularly, particularly in areas of high use such as door handles, light switches, reception areas, hand rails, using appropriate cleaning products and methods. Deep cleans will be carried out by the cleaner ▪ All waste receptacles will have disposable bin liners and be emptied regularly ▪ Cleaning procedures will be in place for musical instruments, microphones and equipment controls, tools being used by more than one person, seating and surfaces, microwaves, refrigerators and kettles, keyboards, telephones, photocopiers etc. 		<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
8	Possible contamination from a symptomatic person on site	<ul style="list-style-type: none"> ▪ Anyone displaying symptoms should not be at church – public health guidance will be on display at entrance ▪ Should someone arrive at church with symptoms, develop symptoms on their way to church or becomes unwell whilst at church they should be sent home and advised to follow the stay at home guidance and arrange for a test. Next of kin will be contacted if required. If they need collecting from church, they must sit in a dedicated area supervised by a member of the leadership/pastoral team, who should wear a fluid resistant surgical face mask, disposable gloves, and apron for the duration of the supervision. The individual supervising should then remove all PPE and immediately dispose of it into a plastic bag outside and wash hands thoroughly. They will be given the option to go home and shower/change clothes 		<input type="checkbox"/>

		<ul style="list-style-type: none"> ▪ If symptoms are confirmed, church staff will comply with required contact tracing ▪ If advised that a member of staff or public has developed Covid-19 and were recently on our premises, the leadership team will identify people who have been in contact with them and take advice on actions/precautions that should be taken ▪ Where appropriate, the leadership team will liaise with the Outbreak Control Management team from South Tyneside Council 		
9	Cleaning church after known exposure to someone with the Coronavirus symptoms	<ul style="list-style-type: none"> ▪ If possible, close the church building for 72 hours with no access permitted. ▪ If 72-hour quarantine is not possible then follow Public Health England guidance on cleaning in non-healthcare settings ▪ If the building has been quarantined for 72 hours, then carry out cleaning as per the normal advice on cleaning 		

Symptoms of Coronavirus (Covid-19)

No-one should leave home to participate in or lead activities or events if they, or someone they live with, has any of the following:

- A high temperature
- A new, continuous cough
- A loss of, or change to, their sense of smell or taste

Should an individual have demonstrated any such symptoms, they must follow NHS and PHE guidance on self-isolation for 10 days and arrange a Covid-19 test. They should not go to a GP surgery, pharmacy or hospital.