

COVID-19 Risk Assessment

Covid-19 is an illness that can affect your lungs and airways. It is caused by a virus called Coronavirus. Symptoms can be mild, moderate, severe or fatal.

"We note from the Government's COVID-19: guidance for the safe use of places of worship that churches could be open from July as part of the conditional and phased plan to begin lifting the lockdown.

"We have examined what steps we will need to take to do so safely and have actively planned our roadmap to recovery. We continue to support the Government's approach of continuing to suppress the transmission of the virus and accordingly, we recognise that at this time public worship can return in line with the interests of public health and safety."

This is a **Risk Assessment** for dealing with the current COVID-19 situation as we return to Public Worship. It is based on the Government Guidelines. Each church should consider their own unique circumstances. To keep up to date with current advice in this fast changing situation visit <https://www.gov.uk/coronavirus>

We look forward to having you join us as we are able to gather again in our church buildings.

Regards,

Bishop Albert N Watson
Bilston District Bishop

Summary of changes from 19 July

From 19 July, the rules for places of worship changed. At Step 4:

- There are no longer limits on the number of people you can meet. This means there are no restrictions on group sizes for attending communal worship.
- Legal requirements for social distancing will no longer apply and you will not need to stay 2 metres apart from people you do not live with.
- There are no legal restrictions on the number of people that can attend a place of worship, including at significant life events, such as bar/bat mitzvahs, private baptisms, and naming ceremonies.
- Face coverings are no longer required by law in any setting. However, the Government expects and recommends that people wear face coverings in crowded areas such as public transport.
- COVID-secure rules, including table service requirements and restrictions on singing and dancing, will no longer apply. However, there are steps everyone should continue to consider to reduce the risk of transmission, which are explained in this guidance. Places of worship should follow the principles set out in the [working safely guidance](#).
- There will no longer be limits on the number of people who can sing indoors or outdoors. This includes indoor congregational and communal singing.

COVID-19 Risk Assessment *(Revised 20th July 2021)*

Area to Consider	Y	N	N/A	Control/Action Required	Evidence/Comments	Further Action	Action by who?	Completed
<p><u>To avoid the of spreading of COVID-19 Coronavirus</u></p> <p>The use of face masks or face coverings are optional during service times.</p>								
Hand Washing	✓			<ul style="list-style-type: none"> Hand washing facilities with soap and water in place. Stringent hand washing taking place. See hand washing guidance. https://www.nhs.uk/live-well/healthy-body/best-way-to-wash-your-hands/ 	Notices in place to remind worshippers to continue to wash their hands for minimum of 20 seconds with water and soap.	Hand Washing Notices remain in place. A ready supply of soap and disposable paper towels are available.	AH	✓
Toilet Doors	✓			Alternative Method of opening toilet doors	Foot door openers remain at the bottom of toilet doors to enable the doors to be opened without using hands that have been washed if desired.	No further action required	AH	✓
Hand Sanitisers	✓			<ul style="list-style-type: none"> Hand sanitisers to remain available in any area where washing facilities not readily available. 	Hand sanitising stations that are in place to be kept topped up.	Ensure units are kept filled and ready to be used. Posters, leaflets and other materials are available for display.	AH	✓

Cleaning: Regular general cleaning of objects and surfaces that are touched regularly.	✓			Cleaning of surfaces in areas of high use such as door handles, light switches etc., using appropriate cleaning products and methods.	Cleaning schedule to be remain	Ensure there are adequate supplies of appropriate wipes and cleaning products.	Cleaning Team JSJ (H&S)	Ongoing ✓
Audio Equipment The use of microphones for amplification of voices where the virus can build up and be transmitted between users.	✓			Microphone clear shield use to be continued. Worship leaders can hold microphones and use the same microphone throughout each service.		Screens to be cleaned as and when required.	Cleaning Team	Ongoing ✓
Singing and use of musical instruments.	✓			<ul style="list-style-type: none"> • Singing is no longer limited to the Praise & Worship Team. The congregation can now sing and take part. • With regards to music the Performing Arts guidance outlines in detail additional mitigations. 			DK/MK	Ongoing
Media Booth	✓			Limit the number of persons in the booth to those who are required for the smooth running of services	Cleaning of the equipment to be undertaken after each service.		Media Team	Ongoing

Social Distancing

Observance of Social Distancing	✓		<p>Social distancing restrictions will no longer apply.</p> <p>It is important to consider that others may wish to take a more cautious approach as we open up. We should all be considerate of this, and provide the opportunity and space for others to reduce close contacts if they wish.</p>	<p>Worship team will continue to occupy the first seating.</p>	<p>Continue the use of zoom to enable those who are unable to attend to continue to join services from home etc.</p>	CPC	Ongoing
Seating			<p>Review the processes of needs of holding all meetings on site.</p> <p>The use of Conference Calling to be reviewed as the preferred method of holding departmental meetings etc.</p> <p>Review service times including start & finish times.</p>	<p>Seating restructured to suite the needs of the congregation.</p> <p>Consideration will be made for those who wish to take a more cautious approach.</p>	<p>Seating restriction will be removed and returned to suite the needs of the congregation in accordance to government guidelines</p>	CPC	Ongoing
					Zoom Platform	CPC	Ongoing
					Zoom Platform		

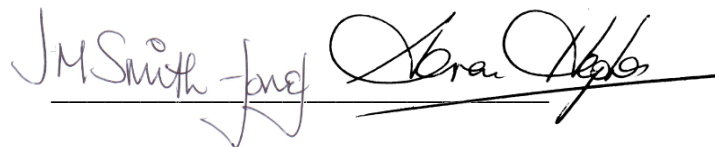
Welcome & Greeting	✓		Welcoming of worshippers & visitors.	Stewards/Ushers to offer and encourage attendees the use of the hand sanitisers when welcoming.	Where possible leaving door open to reduce the amount of contact with door handles.	Stewards & Ushers	Ongoing
			Facial Covering	Stewards to offer face coverings for those who wish to continue using them.	The wiping down of door handles and hard surfaces to part of the regular cleaning routine.	Cleaning Team	Ongoing
					Supply of complementary face masks to be available for those without a mask or covering.	Stewards & Ushers	Ongoing
Zoom (<i>Electronic Media Platforms</i>)	✓		Risk of 'bombing' or hacking.	Host to Monitor the live media platforms to ensure the risk is kept to a minimum. The local guidance and tips are followed.	Additional Hosts to be engaged and supplied with a copy of the 'Guidance and Tips' document.	DK	Ongoing
Worship in Giving	✓		Donors encouraged to continue the use of online and other methods of given.	Offering receptacles to be used during offering time for worshippers to place their contributions in.	Worshippers to be reminded that alternative methods of giving are still available.	Stewards & Ushers	Ongoing
Finance – Counting of donations	✓		Ensure that the risk of transition of the virus is minimised during finance activities.	Gloves and masks to be available for those who are responsible for counting and preparing finances for banking.	Encourage the continued use of electronic means of making donations.	Finance Team	Ongoing
Altar Ministry	✓		Altar Ministry team to be aware some worshippers may still be taking a more cautious approach as we open up.	Masks & gloves to be available for use when ministering at the altar. Contact to be limited.	Supply of masks to be available. Full PPE to be available if required. Including face shields.	Altar Ministry Team	Ongoing

Water Baptism	✓			Baptisms to be undertaken under the guidance from Head Office.			TT & CPC	Ongoing
Holy Communion	✓			Stationary Communion Elements.	Communion Elements to be placed in Communion Serving Tray.	The use of Prefilled communion cups juice/wafer for time being. Review in 2 months	TT & AH	Ongoing
Washing of the Saints Feet	✓			Washing of the Saints Feet to be undertaken under the guidance from Head Office		Review in 3months	TT & CPC	Ongoing
Life Events (Funerals, Dedications etc.)	✓			Weddings, Dedications, funerals and other significant life events etc. can now recommence with no maximum limit. (All limits did not include those 'working' i.e. PA, Media etc)	The use of all standard hygiene systems in place are to be encouraged.		TT/Stewards	Ongoing
<u>Health & Wellbeing</u>								
Symptoms of Covid-19	✓			Anyone with symptoms of COVID-19 even if they are mild, should not attend. They should self-isolate immediately and get a PCR test.	It is everyone's responsibility to keep yourself and others safe	Posters displaying signs & symptoms displayed at the entrance. Contact to be maintained with those who have been sent home during this time.	Medical Team	Ongoing Ongoing Ongoing
				The use of IR Non-Contact Thermometer to be optional and phased out accordingly.		IR Non-Contact Thermometers available to monitor temperatures of those attending services.		

Tracking and Informing Attendees of Possible Exposure to COVID-19	✓			The continued use of the optional NHS Test & Trace Service.	QR Code Scan sheet to remain in place for those who wish to use the app.	Manual records are no longer required.	AH	Ongoing
Mental Health	✓			The promotion of mental health & wellbeing awareness to remain on offer and the support necessary to help.	The offer of support to those who are affected by Coronavirus or have a family member affected.	Communication channels and cascading of messages will be carried out regularly to reassure and support in a fast changing situation. Signposted to website for further advice.	Medical Team	

Risk Assessment Completed By

Health & Safety Officer
Signature



Health & Safety Officer
Print Name

Julie Smith-Jones / Aaron Hepburn

Date:

20th June 2020 (revised 20th July 2021)

Local Pastor
Signature

Local Pastor
Print

Revd Terence Taylor

Date:

20th June 2020 (revised 20th July 2021)