

COVID-19 RISK ASSESSMENT

CHURCH NAME: Ingleton Evangelical Church

Activity:	Sunday Morning Gathering
Description (including assumptions made for risk assessment):	The Sunday morning gathering takes place downstairs in the main hall of our building. No childrens' work will be taking place, and side rooms usually used for this purpose will therefore not be in use.

Assessment date:	06/10/2020
New review due:	27/10/2020

Assessor(s):	Jim Day
Reviewer(s):	James Siler, Steve Tyrer, John Ellershaw, Keith Brennand, Ben Fawcett

Hazard category	Ref.	Hazard description	Who might be harmed	Existing controls	Acceptable (Y/N)	Further actions			
						Description	Owner	Target date	Done
Infected person attending event	1	Person infected with Covid-19 attends event, risking infection of others	Attendees	Attendees reminded to follow government guidance to self-isolate if displaying symptoms (high temperature, continuous cough, lost/altered sense of taste/smell) Anyone taken ill with Covid-19 symptoms during event to be sent home and advised to follow government advice and seek a test.	Y				
Physical contact between persons	2	Transmission of Covid-19 through direct physical contact with an infected person	Attendees	Social distance maintained. Person/s welcoming attendees into building will not shake hands. Seating arrangement to ensure social distancing (pre-booking system in place to make sure numbers do not exceed that which can be socially distanced while seated, and stewards to monitor seating positions and numbers to ensure social distancing is maintained). Children to remain seated with parents/guardians. One way system for entering and exiting the building.	Y	Train welcomers and stewards.	Jim Day	25/10/2020	

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Airborne transmission	3	Transmission of Covid-19 through airbourne particles	Attendees	Social distancing observed with the seating arrangement (seating grouped for households to sit together with 2 metre spacing between these groups). Signs displayed at entrance and toilet areas to remind attendees of social distancing. Attendees aged 12 and over to wear face masks (unless exempt). Face masks provided for attendees aged 12 and ever as they arrive if they do not have one (unless exempt). Attendees reminded to limit interaction with anyone outside their own household. No congregational singing. Performance musicians and singers will be 2m socially distanced from each other and the congregation. Ventilation to room where possible and practical.	Y	Obtain signage and masks	Jim Day	25/10/2020	
Surface transmission	4	Transmission of Covid-19 through shared objects	Attendees	Attendees to use the hand sanitiser provided on entering the building. Attendees encouraged to bring own Bibles as church Bibles will not be used. Bible readings to be displayed on screen. Cleaning after the meeting of door handles, toilets and other touched surfaces with anti-bacterial wipes. Chairs to be quaranteed until following week's meeting. Toilets supplied with disposable paper towels (not re-usable towels).	Y	Obtain hand sanitiser, anti-bacterial wipes, paper towels	Jim Day	25/10/2020	
Transmission to the clinically vulnerable	5	Transmission of Covid-19 to those who are clinically vulnerable	Clinically vulnerable attendees	Those in clinically vulnerable groups (including those aged over 70) will be reminded of current government guidance not to attend. They will not be enlisted on welcoming, stewarding or cleaning teams. Online meetings will continue to be provided for those not attending in person.	Y				
Wider outbreak in community	6	Covid-19 case at event leads to potential outbreak in the community	Attendees and wider community	List of attendees with contact details to enable track and trace. Record to be kept for 21 days and then destroyed.	Y				

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Food and drink	7	Transmission of Covid-19 through food and drink served after service or during communion	Attendees	Refreshments will not be served, and there will be no communion until it is deemed appropriate with elders and in line with guidance.	Y				
Safety issues arising from lack of use of the	8	Risk of legionella from unused taps	Attendees	All taps will be run extensively before meeting	Y				