

COVID-19 Risk Assessment for reopening

St Nicholas, Condicote GL54 1ES

ASSESSMENT						
PLAN	DO				REVIEW	DONE
A: Prepare Building, policies and procedures	B: Churchwardens, PCC and church users	C: Control Access and Visitors	D: Social distancing	E: Infection Control Measures	F: Communicate and Review Arrangements	Completion by whom
Buildings 1. Ensure that all health and safety compliance checks have been undertaken before opening (e.g. fire evacuation, emergency lighting, water hygiene, etc.). 2. Reviewing emergency and evacuation procedures (e.g. fire stewards, escape routes, roll-call, assembly area in the Pound, etc.). 3. Ensure church has sufficient supplies of PPE including cleaning materials and hand washing/sanitising liquids that meet PHE requirements. 4. Provide sufficient tissues at the entrance to church. 5. Evaluate the pew capacity 6. Consider door signs mounted to identify max number in church at one time. 7. COVID-19 posters/ signage displayed. 8. Identify 'crunch points' (e.g. entrances/ exits/ and consider how movement can best be managed 9. Consider one-way system if possible for circulation around the building.	1. Fully brief all users about the plans and protective measures identified in the risk assessment. 2. Regular PCC briefings. 3. Information shared about testing for those with symptoms 4. Post the risk assessment or details of measures on church website. 5. Limit visitors by capacity limits Other Users 5. Observe maximum capacity of the church and maintain social-	Access 1. Entry point to the church Building access rules clearly communicated through signage on entrances. 2. Hand sanitiser provided at the entrance 3. Covered bin provided on entrances to dispose of temporary face coverings Visitors 1. A record kept of all visitors	Distancing 1. All people to keep 2 metres from others as much as possible. 2. Where possible the clergy to maintain distance from the all others by staying at the front of the Church. Minimising contact 1. Doors propped open, where safe	Hand hygiene 1. Hand sanitiser to be applied on entry Respiratory hygiene 1. Tissues to be provided. 2. Bins for tissues provided and are emptied after every service Cleaning 1. Sanitising spray	1. Risk assessment published on church website and porch noticeboard 2. Nominated adults tasked to monitoring protection measures. 3. The effectiveness of prevention measures will be monitored by the PCC 4. This risk assessment will be	A1 done A2 done A3 ordered A5 done plan done A8 done A9 not poss A10 possible A11 done A12 proceeding B 2 done B3 ready B4 to be done B5 prepared C1 -3 preparing D1 where possible D2 ok E 1 preparing F in hand

<p>10. The Main door can be propped open (to limit use of door handles and aid ventilation) taking account of fire safety and safeguarding.</p> <p>11. Inspect church and remove unnecessary items and furniture to make more space.</p> <p>12. Make arrangements with cleaners to put in place an enhanced cleaning schedule that includes frequent cleaning of rooms, shared areas and frequently touched surfaces.</p> <p>Policies and procedures</p> <p>1. Update policies to reflect changes brought about by COVID-19, including:</p> <ol style="list-style-type: none"> 1. Safeguarding/child protection 2. Visitors to church <p>2. Ensure website is compliant with regards to the publishing of policies.</p> <p>Response to any infection</p> <ul style="list-style-type: none"> • The PCC understands the NHS Test and Trace process and how to contact their local Public Health England health protection team. <ul style="list-style-type: none"> ○ Plan to inform the congregation that they will need to be ready and willing to book a test and inform the Rector immediately if they are displaying symptoms, and of the result of a test as soon as it is known. 	<p>6. distancing required by latest guidelines.</p>	<p>to assist NHS Test and Trace,</p> <p>including:</p> <ul style="list-style-type: none"> • the name; • a contact phone number; • date of visit; 	<p>to do so to limit use of door handles.</p> <p>2. Ensure closed when premises unoccupied.</p>	<p>provided near the entrances</p> <p>2. Thorough cleaning of used areas of the church at the end of each service.</p> <p>3. Shared surfaces to be cleaned frequently (e.g. pews, chairs, doors, light switches, handrails, etc.).</p> <p>First Aid:</p> <p>1. Consider enrolling adults on first aid training</p>	<p>reviewed if the risk level changes</p> <p>e.g. following local/national lockdown or cases or an outbreak) and in light of updated guidance.</p>	
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Plan of Church (not to scale)

PULPIT

X		Aisle	X X	
	X			X
X			X	
	X			X
X			X	
	X			X
SPACE				ENTRANCE
X X			FONT	
	X			X
X		Bell pull		X

Each pew is approx. 1.8 m wide

Total Capacity 17 max or 12 without family bubbles.