



Risk Assessment Covid 19

Church: Rossington Community Baptist Church	Assessor's name: Eric Simpson	Date completed: 1 July 2020	Review date: July 2021
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Area of Focus	Controls required	Additional information	Action by whom?	Completed – date and name
Access to church rooms for Paster/ Event organiser	Entry Via staff entrance 4 located near waste compound as per communal areas risk assessment		Pastor/Event organiser	Ongoing
	Use hand sanitor located at entrance before progressing			
	A suitable lone working policy if relevant.			
	Buildings to be aired before use.			
	Check for general cleanliness.			
	Ensure water systems are flushed through before use.			
Preparation of the Church for Services / Events	Confirm that all steps (above) have been carried out before anyone else accesses the room.		Pastor/Event organiser	Ongoing
	Parisoners and event partisipants to enter via rear doors.			
	Where possible, doors and windows should be opened to improve ventilation during service/event.			
	Remove from use all books (inc. hymn books and Bibles) plus leaflets except single use material that will be removed by user (e.g. Sunday bulletins) at the end of the event.			
	Cordon off or remove from public access any devotional objects or items			



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	Remove or isolate children’s resources and play areas			
	Plan physical distancing in to seating set up and aisles, including safe flow of visitors. Remember 2m in all directions from each person/household group (or 1m with risk mitigation).			
	Arrange seating areas including exclusion zones to maintain distancing.			
	Clearly mark out flow of movement for people entering and leaving the building to maintain physical distancing requirements.			
	Access to Kitchen / Storage areas restricted to authorised persons only, with signage to this affect.			
	Sanitising station to be set up inside rear door (fire door) to Church			
	Signage to remind vistor of social distancing within church and not to enter if symptomatic.			
	If the church has been used in the last 72 hours ensure high-risk surfaces and touch points have been wiped with appropriate sanitiser spray or disposable wipes.			
	Ensure Handwashing facilities have adequate soap provision and paper towels, and a bin for the paper towels,.			
	Ensure all waste receptacles have disposable liners (e.g. polythene bin bags) to reduce the risk to those responsible for removing them.			
During Services/Events	Event organiser to provide risk Assessments for proposed activity. Implement measures identified along with all measures previously stated.		Pastor/Event organisor	Ongoing

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	Only activities allowed under latest government guidance.			
	Additional cleaning of high touch areas EG Door handles etc throughout the day. Each room user is responsible to clean the high touch areas after each room use, using supplied materials. Record on the cleaning schedule ... date/time/by whom.			
	Remind attendees as necessary of social distancing			
	For Church services, a maximum of 30 people will be allowed to attend, presuming all safe distancing guidelines can be met.			
	Inform attendees of emergency procedures and if fire test is due.			
	A register of all in attendance at your event, to be kept for 21 days in the event that someone has developed symptoms in support of the NHS Test and Trace service. The contact details are to be kept as per GDPR regulations.			
Toilets	Ensure an adequate supply of soap and disposable hand towels, and a bin for towels, are available in toilets.		Pastor/Event organiser	Ongoing
	Hand washing poster to be displayed in toilets			
	Signage to remind of need for social distancing queueing for toilet facilities			
	Additional cleaning of Toilets throughout day. Each room user is responsible to clean the toilets/sinks after each room use, using supplied materials. Record on the cleaning schedule ... date/ time/by whom.			
	Each room user is responsible to clean the toilets/sinks after each room use, using supplied materials. Record on the cleaning schedule ... date/time/by whom it was cleaned.			

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Kitchen Area	Max two people at a time		Pastor/Event organiser	Ongoing
	Signage to remind of Occupancy level and hand washing			
	Additional Cleaning throughout day. Each room user is responsible to clean the kitchen area after each room use, using supplied materials. Record on the cleaning schedule ... date/ time/by whom.			
	Ensure soap refilled as needed			
Cleaning the church before and after general use (no known exposure to anyone with Coronavirus symptoms)	If the church has been closed for 72 hours between periods of being open then there is no need for extra cleaning to remove the virus from surfaces.		Pastor/ Cleaner	Ongoing
	If 72-hour closure is not possible then check all cleaners are not in a vulnerable group.			
	Set up a cleaning rota to cover your opening arrangements.			
	All cleaners provided with gloves (ideally disposable).			
	Suitable cleaning materials provided.			
	Potentially contaminated waste from Toilet and Kitchen waste bins to be emptied daily			
Cleaning the church after known exposure to someone with Coronavirus symptoms	If possible close the church rooms for 72 hours with no access permitted.		Pastor/ Cleaner	Ongoing
	If 72-hour closure is not possible then follow Public Health England guidance on cleaning in non-healthcare settings.	Public H.E. guidance. Copy attached		
	If the building has been quarantined for 72 hours, then carry out cleaning as per the normal advice on cleaning above.			