

# Limbrick Wood Baptist Church

## Health and Safety Risk Assessment:

### **Coronavirus Risk Assessment**

Date of Assessment: 25.06.20

Full update and review: 20.07.21 (in light of government guidance).

The government have updated and released their guidance on 16<sup>th</sup> July 2021, and the changes are reflected in this risk assessment, in light of the country moving in to step 4 of the roadmap.

Summary of Changes coming in to place on the 19<sup>th</sup> July 2021

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.	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..
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.	COVID-secure rules, including table service requirements and restrictions on singing and dancing, will no longer apply.
There are no legal restrictions on the number of people that can attend a place of worship	There will no longer be limits on the number of people who can sing indoors or outdoors. This includes indoor congregational and communal singing.

Risk	Details
Activity	Additional Control Measures
<p><b>Face Masks</b></p>	<ul style="list-style-type: none"> <li>• Face masks are no longer a legal requirement within church; however, the government expects people to wear them in crowded environments, it is not mandatory but down to personal choice within the building.</li> <li>• There will be a 'covid-secure' area at the back of the church for those who wish to be seated in an area with more safeguards</li> </ul>
<p><b>Social Distancing</b></p>	<ul style="list-style-type: none"> <li>• Social distancing is now a personal choice. People should be encouraged to respect other attendees and those working who may wish to adopt a more cautious approach.</li> <li>• There should be seating available for those who still wish to maintain social distancing, towards the back of the room so that those without masks (e.g.) are seated in front.</li> <li>• Attendees can take a card to place on the seat next to them in order to promote their own social distancing.</li> </ul>
<p><b>Transmission through poor hygiene / cleanliness / proximity</b></p>	<ul style="list-style-type: none"> <li>• Stewards will be allocated to ensure that before, during and after services that the church building will be cleaned, and specific attention given to 'hot spots' (e.g. door handles, chairs).</li> <li>• The church will need to undergo a thorough deep clean if someone who has been present at the church develops coronavirus (unless the church is able to be secured for 48 hours, as the virus is no longer present after this time and only 'normal' cleaning is require).</li> <li>• Ventilation should be promoted, ensuring that windows, and wherever possible doors too, are kept open to allow for ventilation and air flow as this reduces the risk of transmission.</li> <li>• Posters will be on display in the church reminding people of their hand hygiene and how to promote this.</li> <li>• In order to reduce risk of cross-contamination, only those areas that are needed will be available; this should only be the main hall, vestibule, and toilets. The Hardiman Room, backroom, church office and kitchen will be out of bounds for church services. If there is a need to access the kitchen then this will be done by a steward.</li> </ul>

	<ul style="list-style-type: none"> <li>• After cleaning, materials and PPE will be bagged up and stored for 48 hours before disposing within the normal refuse receptacle.</li> </ul>
<b>Fire Risk</b>	<ul style="list-style-type: none"> <li>• If there is a fire, or concern of fire, then the immediate risk of threat to life is heightened, and as such all persons should vacate the building via the nearest and safest exit</li> </ul>
<b>General Church Safety Measures</b>	<ul style="list-style-type: none"> <li>• Hand sanitisers will be present within each room – these will be checked by stewards before and after each ‘session’</li> <li>• Disposable hand towels will be used in replacement of washable towels (this is the same for the kitchen too)</li> <li>• Stewards will be available to direct and guide.</li> </ul>
<b>The Role of the Steward</b>	<ul style="list-style-type: none"> <li>• The role of the steward is to ensure that the risk assessment is supported in practise.</li> <li>• A steward should remain on each access and egress point, if a steward needs to leave their position, then a replacement steward should take their position before they leave.</li> <li>• We no longer have in place the one-way system.</li> <li>• To ensure that the hand sanitiser is topped up and available to be used by all.</li> <li>• Frequently touched areas are wiped / cleaned</li> </ul>
<b>Kitchen</b>	<ul style="list-style-type: none"> <li>• Only those permitted to be in the kitchen should be in there</li> <li>• The kitchen should be used by the fewest people necessary, and all areas cleaned after use.</li> <li>• Any items used should be washed on a hot wash (minimum of 70 degrees) in the dishwasher to kill any germs.</li> </ul>
<b>Toilet rooms</b>	<ul style="list-style-type: none"> <li>• The church will ensure that there are appropriate cleaning materials present in each room for people to arrange their own hygiene – these will be monitored during the events of the day to ensure that they remain equipped.</li> </ul>

<p><b>Recording Attendance for Track and Trace</b></p>	<ul style="list-style-type: none"> <li>• You are no longer required by law to collect customer contact details or keep a record of your staff and visitors.</li> <li>• It is good practice to continue to display the NHS Covid-19 QR code – and we will continue to do this</li> <li>• A check in sheet will continue to be in place for those who wish to have their attendance registered, but do not have / wish to use the NHS covid app – it is down to their request that they are entered on to this sheet</li> </ul>
<p><b>Communion</b></p>	<ul style="list-style-type: none"> <li>• The bread and wine should be covered and not left exposed.</li> <li>• The bread should be pre-cut, and not 'broken by hand', however, the pastor can still do this with a separate piece that he himself can consume but not distribute.</li> <li>• The wine is held in individual receptacles, and thus participants can be given an individual cup without the need for cross-contamination</li> <li>• Care should be given with the bread and the wine for no physical contact to occur between the server and the receiver, and if this does occur then sanitisation should take place as soon as possible to promote good hygiene</li> </ul>
<p><b>Singing</b></p>	<ul style="list-style-type: none"> <li>• There are no limits on the number of people who can sing or perform indoors or outdoors.</li> <li>• However, it is noted that with singing comes a greater risk of transmission; thus, it would be prudent to sing only one song before having a break so that the increase is only present for a short time, or singers to be given a verbal offering to sit instead of standing (as they feel personally led) during the singing</li> <li>• The room should be well ventilated</li> <li>• Those who are more cautious to the risks should be given provision for seating away from those who are exercising more of their personal choice over the removal of legal restrictions</li> <li>• <b>It should be noted and reiterated that despite having these mitigations the risk for singing remain significantly higher than if there was not singing.</b></li> </ul>

<p><b>Tithes and Offerings</b></p>	<ul style="list-style-type: none"> <li>• Where possible attendees should try and avoid giving cash donations and continue to use online giving.</li> <li>• Where this is not an option, cash should be collected in a receptacle that is set in one place and handled by one individual, as opposed to being passed around. Regular cleaning and hygiene should be maintained, and gloves worn to handle cash offerings where giving continues.</li> </ul>
<p><b>Children and young people</b></p>	<ul style="list-style-type: none"> <li>• Due to the nature of risk of infection, all items for children’s play are not formally available for use, however it is down to personal choice over if these are used and individual responsibility does not lie with the church.</li> <li>• At the current time, there will be no sessions in place for children’s clubs (this will regularly be reviewed).</li> <li>• Parents and care givers are to ensure that supervision is given to their young people (including if they go to the bathroom, to ensure that appropriate hygiene is undertaken).</li> </ul>
<p><b>Testing and Results</b></p>	<ul style="list-style-type: none"> <li>• Where individuals are self-isolating due to a possible or confirmed case of COVID-19 in the household, or because they have been requested to so by NHS Test &amp; Trace, they <b>must</b> only participate remotely.</li> <li>• <a href="https://www.gov.uk/order-coronavirus-rapid-lateral-flow-tests">https://www.gov.uk/order-coronavirus-rapid-lateral-flow-tests</a> it should be encouraged for those attending to complete a lateral flow test prior to attending so that they can be assured, as far as possible, that they do not have coronavirus – this is for those who may be asymptomatic.</li> </ul>
<p><b>Security</b></p>	<ul style="list-style-type: none"> <li>• Stewards are to remain close by the door that they are allocated to.</li> <li>• Email has been sent to the local police to make enquiries over any relevant threat levels that the church needs to make consideration of in their risk assessment – no specific risks were identified and shared</li> <li>• Email sent to the church leadership to request that, if not already in place, that there is an allocated individual responsible for the security of the church.</li> </ul>

<b>After church drinks</b>	<ul style="list-style-type: none"> <li>• People will be encouraged to bring their own cold beverages</li> <li>• There will be an opportunity for people to have hot drinks provided by the kitchen.</li> <li>• There should ideally be only one personal formally serving at the hatch due to the close quarters of that specific space.</li> <li>• Attendees should, once they have their drink, move away from the hatch area so as not to form a close knitted bubble.</li> <li>• There should be a table available for used receptacles to be placed, which should only be collected by those responsible for doing so, and placed into the dishwasher on a 70c wash. The person collecting should wash / sanitise their hands immediately after touching these items to avoid cross-contamination to other surfaces / themselves.</li> <li>• The server should ideally be wearing gloves before handling items attendees, regularly changing these when they are at risk of becoming cross-contaminated.</li> </ul>
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**Additional Notes:**

This risk assessment should be made available to everyone attending the church In addition to this a short guide of the main points for attendees will be provided

<b>Name of person completing</b>	Kirsty Robinson
<b>Signature</b>	KSRobinson
<b>Date</b>	20.07.21

**Additional Signatures – by signing, you are confirming to adhere to the risk assessment. Also, that if additional safety measures can be imposed then this can take place, ensuring that amendments are made to the risk assessment, and shared with relevant people.**

Name	Signed	Date