

Covid Risk Assessment

St Michaels & All Angels Church, Thursley

20.7.21

Church: St Michaels & All Angels	Assessor's name: Hilary Barr & Nina Allen	Date completed: 20 July 2021	Review date: By 30 9.21
Event or service this assessment relates to:		All Services after 19.7.2021	

Risk	Controls to consider	Additional information	Action by whom?	Completed – date and name
Aerosol or droplet transmission of Covid-19	Increase ventilation in your building: natural ventilation by opening doors, windows and vents or mechanical ventilation if appropriate/necessary.	Consult HSE guidance on identifying poorly ventilated areas Do not prop open fire doors.	HB/NA Welcome team to leave Door open	ongoing
	Use outdoor spaces if appropriate and available.	Already in place	HM	ongoing
	Request or consider requiring people to wear a face covering, unless exempt, when inside your building. This may particularly apply to activities that increase risk of aerosol spread such as singing.	Mandatory if congregation 50 or more! Or events where it occurs	HM/DO/HB/NA	ongoing
	Put in place measures to reduce contact between people e.g. retaining social distancing	Encourage people to sit spaciouly	HB/NA	ongoing
	If practical in your building, choose one point of entry into the church to manage flow of people and indicate this with notices, keeping emergency exits available at all times. Where possible use a different door for exit.	Only one point of entry/exit careful management required To ensure safe distancing by the churchwardens	HB/NA	ongoing
	For events where the building is likely to be especially busy, or the activity is particularly energetic, pay particular regard to the need for additional mitigations such as social distancing and face coverings.	If more than 50 people are involved Masks are required	HB/NA	ongoing

Surface transmission of Covid-19	Provide adequate hand cleansing stations. Provide hand sanitiser for the occasions when people can't wash their hands.	Already in place	HB/NA	ongoing
	Identify where you can reduce the contact of people with surfaces, e.g. by leaving open doors that are not fire doors, using electronic documents rather than paperwork.	Church door left open at beginning of service	HB/NA	ongoing
	Good hygiene and cleaning of the building.	Community Rota	SR/HB/NA	ongoing
	Consider hygiene around shared items such as Bibles, prayer and hymn books that are used by multiple people.	You could consider a long-term loan system for Bibles and other books to ensure people have access to these.		
	If providing single-use service sheets or prayer cards, either place these on sheets or ask people to sanitise hands before picking one up, and request that people take these home with them.	Already in place	HB/NA	ongoing
	Cordon off or remove from public access any devotional objects or items (if they are liable to be touched or closely breathed on).	Previously actioned	HB/NA	ongoing
	Put in place a cleaning rota/system for children's materials and toys, and consider providing cleaning materials for these if safe to do so (keeping all such materials out of the reach of children).	Children's toys are kept in toy box in North Aisle.	HB/NA	ongoing
	Where there are toilet facilities, ensure an adequate supply of soap and disposable hand towels, and a bin for towels, are available.	Already actioned	HB/NA	ongoing
Ensure all waste receptacles have disposable liners (e.g., polythene bin bags) to reduce the risk to those responsible for removing them.	Already actioned	HB/NA	ongoing	

Visitors are unclear on requirements for attending church or visiting the building for other purposes, or anxious about attending.	Display an NHS Track and Trace QR code, with an alternative option for those who cannot use that system. Encourage visitors to use one or other of these options.	Already have NHS Track & Trace QR code in place.	HB/NA	ongoing
	Update your website, A Church Near You, and any relevant social media with information for visitors. Communicate details on requirements or requests such as bringing a face covering and options for those who may be anxious.		HM	ongoing
	Consider specific advice for those who may struggle with continuing restrictions, such as those who are deaf or hard of hearing, or visually impaired.	Loop system in place Large print service booklet	HB/NA As required	ongoing
	Consider if a booking system is needed, whether for general access or for specific events/services.		As required	ongoing
	Communicate with nearby churches to ensure offered provisions are complementary.			ongoing
	Provide welcoming notices that outline safety measures.	Verbal notices to be given at start of service	HM	ongoing
Space	The North Aisle or choir stalls to be used for those anxious and wish to remain socially distanced.	Those on welcome team to communicate.	HB/NA	ongoing

Cleaning the church after known exposure to someone with Coronavirus symptoms	If possible close the church building for 48 hours with no access permitted.	Church would be shut for 48 hours	HB/NA	ongoing
	If 48-hour closure is not possible then follow Public Health England guidance on cleaning in non-healthcare settings.	<u>Public Health England guidance</u>		
	If the building has been quarantined for 48 hours, then carry out cleaning as per the normal advice on cleaning.		SR/HB/NA	ongoing

Risk Assessment to be reviewed by 30.9.2021