



Risk Assessment	Date: 3 rd July 2020
CORONAVIRUS PANDEMIC Re-opening church for Sunday Worship	RA Number 0001 v 1

Description of activity / hazard

Sunday Worship is the most important gathering in the church week. It sees large numbers of people meeting together in the church building to praise and worship the Lord.

In the year 2020, the Covid 19 pandemic arrived in the UK prompting a Government lock-down. Gradually the restrictions were eased and churches were allowed to meet-up again, providing a valid Risk Assessment is in place that is in line with Government guidelines.

Covid 19 is a respiratory viral pathogen which causes serious disease. It is thought to be transmitted via airborne droplets and through contact with contaminated surfaces. In order to protect from this disease, the Government have released a series of guidelines which this Risk Assessment will apply to Sunday Worship meetings at Great Harwood Christian Fellowship.

What are the hazards?	What needs to be done?	Do you need to do anything else?	Action by whom?	Action by when?	Status
LEGAL					
Insurance	Notify insurance about re-opening church	Insurance co. is happy for us to re-open providing we are following Government guidelines	JB	5 Jul 2020	Completed
Government guidance	Ensure compliance with latest regulations: see below	Follow FIEC guidance			
Attendance records	Weekly record of all church attenders to be kept for NHS "Track & Trace" purposes	Records will be kept for three weeks. Full details will be taken from any guests/visitors	SC	5 Jul 2020	Completed

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ACCESS					
Social distancing	Covid-19 spreads through close human contact; 2m social distancing will be maintained throughout the building	Directional and Covid-19 safety posters to be displayed, and floor markings laid	MC/NC	25 Jun 2020	Completed
Entrance corridor is less than 2m wide	Stewards will ensure that safe distancing is maintained in the corridor				Stewarding rota in place
Hand sanitation	The virus is often present on people's hands. All visitors will be required to either wash hands or use hand sanitiser when entering the building	Prepare hand sanitiser station and toilet	MC/NC/SC	25 Jun 2020	Completed
Seating	The virus is known to adhere to all surfaces, including seats. Plastic washable seats will be laid out in a 2m socially distanced pattern based upon who we know will attend	Contact church membership for attendance	JC/GR/SC	5 Jul 2020	Completed
Seating	All fabric chairs removed from use		MC	25 Jun 2020	Completed
Seating	Individuals will be seated in household groups or pre-arranged "bubbles" that have been established following government guidelines				
Toilets	Basement and disabled toilet will be open for use	To be cleaned after each use. Additional cleaning kit required for Disabled toilet	SC	5 Jul 2020	Completed
Families	All children must remain seated with their parents/carers				

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WORSHIP AREA & SERVICE					
Coats	Points where people congregate and carry a high risk – People will need to keep their coats with them	Remove portable coat stands	MC	25 Jun 2020	Completed
Bibles, books & leaflets	Shared books are a potential source of infection	All bibles and hymn books placed into storage	MC	25 Jun 2020	Completed
Donations box	Money is a potential source of infection – Electronic financial contributions should be encouraged. Any cash donated must be left in the box for 72 hours before emptying	Arrange signs to encourage electronic donations	GR	2 Jul 2020	Completed
Service leader	The virus is spread through speaking – Service and sermon must be kept at a conversation level; use of electronic amplification is needed				
Bible reader/prayer	Separate microphones will be used for different people	Microphones must be cleaned after use or left for 72 hours			
Sermon	The podium will be placed at the back of the stage to maximise the distance between the speaker and the front row				
Singing	All forms of voice projection are suspected of spreading the virus. Therefore there will be no singing during the service; instead reflective songs will be listened to				

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Creche/Sunday School/Youth Group	Children’s work has to follow the Government guidelines for childminders and schools. Therefore, we cannot offer Creche, Sunday School or Youth facilities at present	Investigate turning Creche room into a socially distanced room	MC/CK/NC/SC	As soon as possible	Completed
Refreshments	Serving food and drink carries a high risk of contamination – No food or drink will be served before, during or after the service				
Breaking of Bread	Until a separate Risk Assessment has been completed, we will not be Breaking Bread together	Assign leaders to work out this RA	MC	As soon as possible	Completed
Closing the service					
Leaving the building	Maintaining social distancing upon entrance, during and after the service is critical – People will be invited to leave a row at a time to ensure social distancing. People should not congregate within the building				Procedure in place
Cleaning	Once the building is clear, all door handles and toilets should be cleaned. Chairs should either be cleaned or left untouched for 72 hours.	Cleaning Schedule to be prepared and posters displayed	GR	25 Jun 2020	Completed
		Boxes of cleaning equipment to be made available in all the toilets currently in use	SC	25 Jun 2020	Completed

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