

Risk assessment Rev 3

<b>Church:</b> RIVER OF LIFE CHURCH	<b>Assessor's name:</b> RAY HARVEY	<b>Date completed:</b> 02/07/2020	<b>Review date:</b> 01/07/2020 <b>Updated:</b> 16/10/2020
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Area of Focus	Controls required	Additional information	Action by?	Completed Date and Name
<b>Access to church buildings</b>  <b>Upon entry to the Centre via reception area and for the entirety of a persons stay.</b>	Buildings have been aired before use.		R. HARVEY	ONGOING
	Ensure water systems are flushed through before use.		R.HARVEY	ONGOING
	Switch on and check electrical and heating systems if needed. Commission system checks as necessary.		R.HARVEY	ONGOING
	From 8 August, face coverings are also required by law to be worn in a greater number of public indoor settings including places of worship There are valid exemptions for some individuals and groups to not wear a face covering in these settings. In particular, those who are leading services or events in a place of worship.	As per Government instructions 31sy July 2020 (a limited number of Face masks are available at entry if necessary)	R.Harvey	ONGOING
<b>On entry to the building visitors will be obliged to take a temperature recording.</b>	<b>Temperature Check upon entry to building. Anyone registering a high temperature will be asked to go home and follow Government guidelines</b>	Person taking and monitoring temperatures will be at the entry point of the building	A Chenery Plus trained team members	16/10/2020
<b>Covid 19 Secure Statement</b>	A Staying Covid-19 Secure in 2020 Statement .	Signed and on Display in the Facility	R. Harvey	25/09/2020
	Consider if a booking system is needed, whether for general access or for specific events/services	CONTACT DETAILS TAKEN ON ENTRY	A, Chenery	01/07/2020
<b>Preparation of the Church for access by members of the</b>				

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public for any permitted purposes, including worship .	ROL Cleaner has been informed of all Targeted areas to be cleaned as part of the procedure prior to opening		R.Harvey	01/07/2020 RH
	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 exit.	Main front door entry exit by small fire door in large coffee area . MARKED	R.Harvey	01/07/2020 RH
	Make any temporary arrangements for people to wait or queue outside the building (taking into account any consequential risks arising from people gathering outside).	2 mtr markings outside main door entry	R.Harvey	01/07/2020 RH
	Where possible, doors and windows should be opened temporarily to improve ventilation.	Ventilated via Fire doors being open during event	R.Harvey	01/07/2020 AC
	Remove Bibles/literature/hymn books/leaflets		A.Chenery	01/07/2020 AC
	Cordon off or remove from public access any devotional objects or items (if they are liable to be touched or closely breathed on)		A.Chenery	01/07/2020 AC
	Consider if pew cushions/kneelers need to be removed as per government guidance	Cushions Removed	R.Harvey	03/07/2020 RH
	Remove or isolate children's resources and play areas	Removed	A.Chenery	02/07/2020 AC
	Walk through the church to plan for physical distancing in seats, aisles, at the altar rail, including safe flow of visitors. Remember 2m in all directions from each person (or 1m with risk mitigation if necessary).	Entry aisles marked with 2mtr distancing And Exit the same Both with arrowed directions	R.HARVEY	01/07/2020 RH
	Clearly mark out seating areas including exclusion zones to maintain distancing.	2 mtr distancing taped	R.HARVEY	01/07/2020 RH
	Clearly mark out flow of movement for people entering and leaving the building to maintain physical distancing requirements.	2 mtr distancing taped	R.HARVEY	01/07/2020 RH

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	Limit access to places where the public does not need go, maybe with a temporary cordon in needed.	Classrooms locked , toilets out of action locked, and kitchen area locked	R.HARVEY	01/07/2020 RH
	Determine placement of hand sanitisers available for visitors to use.	Sanitisers on entry , toilet areas and exit area	R.HARVEY	01/07/2020 RH
	Determine if temporary changes are needed to the building to facilitate social distancing	None due to size of facility	R.HARVEY	01/07/2020
	Put up notices to remind visitors about important safe practices e.g. no physical contact, practice hand washing etc.	On entry	A.CHENERY	01/07/2020 AC
	Ensure high-risk surfaces and touch points have been wiped with appropriate sanitiser spray	Cleaned prior to service	R.HARVEY and cleaner	02/07/2020 03/07/2020
	Check that handwashing facilities have adequate soap provision and paper towels, and a bin for the paper towels.		R.HARVEY	01/07/2020 RH
	Where there are toilet facilities, ensure an adequate supply of soap and disposable hand towels, and a bin for towels, are available.		R,HARVEY	01/07/2020 RH
	Ensure all waste receptacles have disposable liners (e.g. polythene bin bags) to reduce the risk to those responsible for removing them.		R.HARVEY	01/07/2020 RH
	If possible, provide safe means for worshippers and visitors to record their name and contact details; retain each day's record for 21 days	T.BAKER and J BAKER are taking contact details on arrival	A.CHENERY	01/07/2020 AC
	Give due notice of the resumption of use of the building to neighbours, congregation and wider community, ensuring that visitors and worshippers will know what to expect when they come.	Information given on web site ref Friday Mail 03/07/2020	A.CHENERY	03/07/2020 AC
<b>Cleaning the church before and after general use (no</b>	If the church building has been closed for 72 hours between periods of being open then there is no	Building closed prior to event	R.HARVEY	01/07/2020 RH

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<b>known exposure to anyone with Coronavirus symptoms)</b>	need for extra cleaning to remove the virus from surfaces.			
	If 72-hour closure is not possible then check all cleaners are not in a vulnerable group or self-isolating.	N/A		
	Set up a cleaning rota to cover your opening arrangements.	Cleaner informed	R.HARVEY	01/07/2020 RH
	All cleaners provided with gloves (ideally disposable).	Supplied	R.HARVEY	01/07/2020 RH
	Suitable cleaning materials provided, depending on materials and if historic surfaces are to be cleaned.	supplied	R.HARVEY	01/07/2020 RH
	Confirm person responsible for removing potentially contaminated waste (e.g. hand towels) from the site.	A room has been allocated and contaminated waste will be dated and left 72 hours prior to removal	R.HARVEY	03/07/2020 RH
	Confirm the frequency for removing potentially contaminated waste (e.g. hand towels) from the site – suggested daily removal.	After 72 hours	R.HARVEY	02/07/2020 RH
<b>Cleaning the church after known exposure to someone with Coronavirus symptoms</b>	If possible close the church building for 72 hours with no access permitted.			
	If 72-hour closure is not possible then follow Public Health England guidance on cleaning in non-healthcare settings.	<a href="#">Public Health England guidance available here.</a> NA		
	If the building has been quarantined for 72 hours, then carry out cleaning as per the normal advice on cleaning.	Advice on <a href="#">cleaning church buildings can be found here.</a> NA		