

#	The Risk	The Hazard	Controls required	Who is responsible
1	Infected attendee	Infected while travelling to church	Ensure all those attending are aware that the best method of travel is to drive themselves and their family to the church. If using public transport, they must wear a face covering. Persons arriving by bike will not be able to store them in the foyer, due to social distancing guidelines. (Family group can include person who you are bubbling with)	Attendee
2	Infected attendee	Unaware and feels fine	All attendees will be registered to enable track and trace, this will be available to PHE. Face coverings are mandatory and whilst in the building coughing and hand cleaning etiquette must be observed. Please follow the Procedures for arriving and entering the Church.	Church
3	Infected attendee	Unaware they are infected	Inform all those attending the symptoms of covid-19 and what to do if they are displaying any of these symptoms. Read the advice and confirm they are not displaying any symptoms of covid-19. If you become concerned you have the symptoms after attending church, please follow the guidelines in the Procedures.	Church Attendee
4	Vulnerable attendee	Acute response if infected	Inform all those attending the categories which make an individual vulnerable. Read the vulnerable categories and if they are vulnerable, they are advised not to attend the church.	Church Attendee
5	Too large a gathering	More people than can be safely socially distanced	Anyone wishing to attend must go onto the Eventbrite site/app to book their places, they are only deemed as attending when they receive confirmation from Eventbrite. List of attendees will be given to "Front door greeter", only those on the list will be permitted entry. The front door is closed after all are in and nobody else can be admitted.	Church

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6	Unable to Maintain social distancing	Sitting too close at the service	Ensure that chairs are arranged for family groups and properly distanced. Chairs not to be moved or others to be put out, without permission of church officers. Everyone must follow the one way system in operation , that is marked on the floor. If your children require pens, paper or games please bring them with you as none of the church ones will be available.	Church
7	Unable to Maintain social distancing	Praying in front office	The front office to be kept closed and not used for this purpose until it is deemed safe to do so, which will probably be phase 4	Church
9	Unable to Maintain social distancing	Using the toilets	Ensure all attendees are informed of the arrangements to use the toilet facilities. There are 2 unisex toilets available, only one person can use a toilet at any one time and these must be cleaned after each use. by the person using the toilet. Children under 10 must be accompanied by a parent or guardian.	Church
10	Surfaces are kept clean	Surfaces can be infected	Suitable disinfectant and cleaning cloth/paper will be available at the entrance and toilets. These must be discarded in waste paper bins provided.	Church
11	Surfaces have infection	Cross-contamination	Disinfect all areas within 24 hours of a service, specifically door handles, entrance hall and toilets. As the chairs are material and cannot be washed they must be left for 72 hours before being used again.	Church
12	Availability of hand cleaner	Infection spreads by unclean hands	Hand sanitiser cleaning points will be provided at : Entrance Several door, where attendees will be instructed to use this. located in hall. Two located, one by each toilet. One at rear door	Church

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13	Fire alarm sounds and building to be evacuated instantly	Unable to evacuate, maintaining social distancing	Accept the risk as immediate risk to life and limb necessitates the need to directly evacuate the building according to normal Fire Evacuation procedures, the only change is to maintain the 2 m social disatancing while waiting in the assembly area to be given the all clear.	Church
14	Person becomes unwell during the service	First aider becomes infected	Only one first aider is nominated to respond and give quick assessment of what to do next, arranging for emergency call out if necessary. First aider will have face mask, goggles and gloves available.	Church
15	Area to serve tea and coffee	Infection while serving drinks and people socialising	These facilities will not be available until we are in Phase 4 and able to review the latest Government advice and discussing with catering team.	Church
16	Kitchen used for hot food and serving of same	Infection while preparing and serving food	These facilities will not be available until we are in Phase 4 and able to review the latest Government advice and discussing with catering team. This also means that there will be no communion until we are in Phase 4 at the very earliest.	Church
17	Surface unable to be kept disinfected	Issuing church bibles to attendees	Until further notice bibles will not be issued to attendees. We would ask that everybody brings their own bibles	Attendee
18	Maintaining social distancing after service	Attendees congregating together to socialise	We would ask that everyone leaves promptly by the backdoor after the service, maintaining the 2m social distancing guidelines. The only persons to exit by the front door are, as previously mentioned. The outdoor space (car park and grounds)are considered by the Government to be part of our "Place of Worship" and as such the same social interaction and social distancing guidelines apply. We would thus ask that you return to your cars and/or leave the church grounds as quickly as you can, and that you do not congregate and talk to people who are not part of your own household (or one other houshold you have attended the service with).	Attendee

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19	Not all rooms prepared for church service	Cleaning of surfaces not done and room not prepared	The creche cannot be used during the service as there are too many surfaces and toys that would need cleaned after each use. This will remain out of use until at least Phase 4. In the event that a parent needs to take a child out we would ask that you use the back hall only. We will organise a private area. We would also ask you to continue social distancing in this area.	Church
20	Singing during service	Spread of Covid due to droplets during singing	There will be no live singing during the pandemic until authorised under government guidelines.	Church
21	Preaching	Spread of Covid due to droplets during preaching.	Preacher to stand behind perspex screen and/or preach from pulpit to increase distance from congregation.	Church
22	Reading and Praying	Spread of Covid due to droplets during reading and praying.	Persons reading and praying to stand behind perspex screen.	Church
23	Play Equipment	Spread of Covid by touch and breath	The outside and inside play areas will be out of use, during the pandemic.	Church

Signed by: Church

Approved by: Elder

Print name: John Reid

Date:

Position: Deacon

Date: 27/08/2020