



COVID19 - Risk Assessment

Name: Six Ways Erdington Baptist Church	Date: 24/08/2020	Review Date: 01/10/2020 - Subject to changes in government guidelines.
Assessor: Siobhan Smith-Inniss	Task: Implementing CORONAVIRUS, COVID-19 safety measures	

Zone: Dawson Hall Kitchen

Significant Hazards Look only for hazards which you could reasonably expect to occur in significant harm e.g. slips/trips, work at height, falling objects, vehicles, electricity etc. (STEP 1)	People Affected List groups of people who may be at risk e.g. maintenance staff, contractors, cleaners, public etc. (STEP 2)	Existing Controls List controls that are already in place to control the risk e.g. physical safeguards, training, personal protective equipment etc. (STEP 3)	Level of Risk Decide on the level of risk remaining. (Likelihood x Severity)			Further Action Required List further action required to control significant risks. If there is lots to do, make an action list. (STEP 4)
			High	Med	Low	
Access to the Kitchen Risk- Transmission of Infection	Minister, Deacons , group leaders & all church visitors	Access to refreshment/equipment will be limited to designated people and will be for drinks only. Each group should have their own refreshments,			X	No, just to remind, everyone to bring water bottles and/or provide own refreshments and cups etc.



		designated cups, glasses and spoons. People should be encouraged to bring bottles of water with them.				
Social Distancing Risk- Transmission of Infection	Minister, Deacons , group leaders & all church visitors	Every effort will be taken to maintain a safe 2 metre distance between one another. Due to the size of the kitchen no more than 3 people will be allowed in there at one time.		X		Clear and appropriate signage will be used around the church
Hygeine procedures do not comply with government guidance Risk- Transmission of Infection	Minister, Deacons , group leaders & all church visitors	The Kitchen will still be cleaned even though it is generally closed. The kitchen will not be used for handwashing for church visitors.		X		A checklist and signs will be in the kitchen to remind people to clean touch points.
Appropriate cleaning procedures have not been implemented.	Minister, Deacons & group leaders	We will be implementing lots of measures to ensure the building is kept as clean as possible. We will have a clean and go procedure and		X		Anyone using the kitchen will have to complete a cleaning checklist



		cleaners to do a frequent deep clean.				
First Aiders & First Aid	Minister, Deacons & group leaders	<p>First Aiders will have to use PPE when administering first aid. All PPE will be in the aid box. PPE will need to be disposed of in a zipped lock bag.</p> <p>First aiders will also need to complete the accident book correctly.</p>			X	<p>COVID 19 statement will need to go in the first aid kit and accident book about wearing correct PPE for administering.</p>