



# COVID19 - Risk Assessment

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

**Zone:** Dawson Hall

*(All groups will have their own risk assessments in place for using this Zone)*

<b>Significant Hazards</b> Look only for hazards which you could reasonably expect to result in significant harm e.g. slips/trips, work at height, falling objects, vehicles, electricity etc.  <b>(STEP 1)</b>	<b>People Affected</b> List groups of people who may be at risk e.g. maintenance staff, contractors, cleaners, public etc.  <b>(STEP 2)</b>	<b>Existing Controls</b> List controls that are already in place to control the risk e.g. physical safeguards, training, personal protective equipment etc.  <b>(STEP 3)</b>	<b>Level of Risk</b> Decide on the level of risk remaining.  <b>(Likelihood x Severity)</b>			<b>Further Action Required</b> List further action required to control significant risks. If there is lots to do, make an action list.  <b>(STEP 4)</b>
			High	Med	Low	
<b>Social Distancing Risk-</b> Transmission of Infection	<b>Minister, Deacons , group leaders &amp; all church visitors</b>	Every effort will be taken to maintain a safe 2 metre distance between one another. Wearing of face coverings is for all over		X		Clear and appropriate signage will be used around the church



		<p>11s but at the discretion of group leaders in accordance with Government guidance. <i>“Wear a face covering in indoor settings where social distancing may be difficult and where you will come into contact with people you do not normally meet.”</i></p> <p>Children 11 and over should try to stick to the same social distancing guidance as adults.</p> <p>Children under 11 should be encouraged, where possible, to maintain good social distances, however, we need to be mindful about them being children.</p> <p>Due to the size of the Dawson Hall no more</p>				
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		than 25 people will be allowed in there at one time. (Numbers can change due to people being in the same household)				
<p><b>Anyone unwell coming in to the building</b></p> <p><b>Risk-</b> Transmission of Infection</p>	<p><b>Minister, Deacons , group leaders &amp; all church visitors</b></p>	<p>Everyone who enters the building will need their temperature taken to make sure they are not ill/ have COVID 19. If someone does have a high temperature they will not be allowed to enter the church (including anyone who lives in their household.) They will be advised to do a COVID 19 Test &amp; to update the minister or group leader on their result.</p>		X		<p>Minister, Deacons, group leaders will be reasonable for making sure this happens.</p>
<p><b>Anyone becoming unwell during or after a service or session</b></p> <p><b>Risk-</b> Transmission of Infection</p>	<p><b>Minister, Deacons , group leaders &amp; all church visitors</b></p>	<p>Gerard &amp; Group Leaders will have all deacons &amp; visitors contact details from track &amp; trace.</p>		X		<p>All deacons &amp; visitors contact details need to be up to date and stored correctly by the minister &amp; group</p>



						<p>leader.</p> <p>If someone become unwell with COVID 19 during service or session. The minister or group leader will need to inform everyone who attend.</p> <p>Also if someone developed COVID symptoms after the service/ session, they would need to inform the minister/ group leader and people who need to be contacted can be informed.</p>
<b>Hand Washing / Hand Sanitising</b>	<b>Minister, Deacons , group leaders &amp; all</b>	Everyone who enters the Dawson Hall will need to Hand Sanitize			<b>X</b>	Hand Sanitizer will be made available.



	<b>church visitors</b>	upon entering.				
<b>Hygiene procedures do not comply with government guidance</b>  <b>Risk-</b> Transmission of Infection	<b>Minister, Deacons , group leaders &amp; all church visitors</b>	All touch points will need to be thoroughly cleaned before and after each group.			<b>X</b>	A checklist and signs will be in and around the Dawson Hall to remind people to clean touch points.
<b>Appropriate cleaning procedures have not been implemented.</b> <b>Risk-</b> Transmission of Infection	<b>Minister, Deacons &amp; group leaders</b>	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 cleaners to do a frequent deep clean.		<b>X</b>		Anyone who had entered the Dawson Hall will have to complete a cleaning checklist
<b>First Aiders &amp; First Aid</b>  <b>Risk-</b> Transmission of Infection	<b>Minister, Deacons &amp; group leaders</b>	First Aiders will have to use PPE when administrating first aid. All PPE will be in the first aid box. PPE will need to be disposed of in a zipped lock bag.  First aiders will also need to complete the accident book.		<b>X</b>		COVID 19 statement will need to go in the first aid kit and accident book about wearing correct PPE for administering



<p><b>Activities, Resources &amp; Equipment</b></p> <p><b>Risk-</b> Transmission of Infection</p>	<p><b>Minister, Deacons , group leaders</b></p>	<p>All Equipment that is used by a group needs to thoroughly cleaned after use. For examples tables and chairs need to be cleaned.</p> <p>Resources that have been used need to be thoroughly cleaned. If resources cannot be thoroughly clean then need to be kept in a box or bag for 72 hours to avoid cross contamination.</p>			<p><b>X</b></p>	<p>Cleaning materials will be available to group leaders in the Hall so they are able to thoroughly clean.</p>
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*The above should be read in conjunction with the Six Ways Erdington Baptist Church COVID19 Procedures.*