



Six Ways Erdington Baptist Church

COVID-19 Procedures

Sep 2020



1. Arrival	
1.1 Arriving at the church	Please park in the car park as normal and whichever entrance you would normally use.
1.2 Entering the Building	Please hand sanitise on arrival (see 2.)
1.3 Setting Up	<p>The building will be deep cleaned every Sunday and cleaned after every group, so the rooms will be ready to use.</p> <p>All group leaders, will need to wipe over all common touch spots before their group arrives.</p>

2. Hygiene	
2.1 Hand Washing	<p>Group leader will be required to be vigilant with Handwashing, washing Hands after entering the building and before leaving at all times.</p> <p>Please make sure that handwashing or hand sanitising is happening regularly also throughout your time in the building.</p>
2.2 Toileting	<p>The cleanliness of the toilets will need to be maintained throughout the day... All common touch points need to be cleaned thoroughly.</p> <p>Antibacterial Hand Wash will be provided in all bathrooms: Please wipe down or spray the light handles, toilet seat, flush handle, and taps before you leave and dispose paper towels into the bins provided.</p>
2.3 Hand Sanitiser Stations	Hand Sanitiser Station will be available in all spaces that can be used in addition to regular handwashing.
2.4 Tissues	Tissues will be available in all spaces along with lidded, pedal bins. This is to promote Catch it Bin it Kill it. Tissues will be placed near a bin so tissues can be easily disposed.
2.5 Equipment	Equipment should be thoroughly cleaned after every use or leave in the bag/box for 72 hours before opening.

3. Social Distancing	
3.1 Social Distancing	<p>All Adults will be expected to make every effort to maintain 2 metres away from others wherever possible or 1 metre plus other precautions Children should try to stay with a parent or guardian.</p>
3.2 Children Social Distancing	<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</p>

	<p>social distances, however, we need to be mindful about them being children.</p> <p>Government guidance says:</p> <p><i>“Young children and children with special educational needs may not be able to understand the need for social distancing and may also seek close interaction with their peers or adults to provide reassurance at a period of disruption to their routines.”</i></p> <p>https://www.gov.uk/government/publications/safe-working-in-education-childcare-and-childrens-social-care/safe-working-in-education-childcare-and-childrens-social-care-settings-including-the-use-of-personal-protective-equipment-ppe#how-should-i-care-for-young-children-or-children-with-special-educational-needs-who-do-not-understand-why-they-must-stay-apart-or-who-ignore-distancing-guidelines</p>
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4 PPE	
4.1	<p>PPE for cleaning will be with cleaning products in the cleaning kit for each church zone. When cleaning touch point you will be expected to wear gloves.</p> <p>If someone requires First Aid, the first aider will be expected to wear an apron, gloves and a face covering whilst administering first aid.</p> <p>Once you have finished using PPE it needs to be safely disposed into a zipped lock bag then put into a bin.</p> <p>Please make sure you wash/ sanitise your hands after all PPE has been removed.</p> <p>Face coverings must be worn in worship and generally within the building, but this will be at the discretion of group leaders in the light of Government guidelines, eg. where the group is a consistent bubble or group of employees; or where face coverings would be a barrier to effective communicating.</p>

5 Equipment & Items	
5.1	<p>Any equipment/ items that are difficult to clean will be removed, for example cushions.</p> <p>General resources will be used and then stored away and not be used again for 72 hours. If the need to be used before the 72 hours they will be thoroughly cleaned.</p>



<h2>6 Cleaning</h2>	
6.1 Cleaning Supplies	<p>There will be cleaning kits in each zone of the church. This will be used by groups to clean touch point and any other necessary items throughout the day.</p> <p><i>All Deep Cleaning cleaning products and extra cleaning products for the cleaning kits will be kept in the cleaning cupboard.</i></p> <p>It is advised to use disposable paper towels rather than cloths; these will also be available. <i>Also, Mop heads will be changed for each room and then washed ready to use again.</i></p>
6.2 Clean and go	<p>We will be implementing a Clean and Go procedure throughout the day. Therefore, each group will be responsible for their own cleaning. This needs to be done to reduce the risk of COVID 19. A checklist will be available for each group leader to sign stating that they have cleaned before and after their session.</p>
6.3 Guidance	<p>All group leaders will be expected to support with cleaning before and after the session.</p> <p>Government guidance says:</p> <p><i><u>“Regular cleaning plays a vital role in limiting the transmission of COVID-19.”</u></i></p> <p><i>“Reducing clutter and removing difficult to clean items can make cleaning easier. Increase the frequency of cleaning, using standard cleaning products such as detergents and bleach, paying attention to all surfaces but especially ones that are touched frequently, such as door handles, light switches, work surfaces, remote controls and electronic devices.</i></p> <p><i>As a minimum, frequently touched surfaces should be wiped down at the beginning and at the end of each day, and more frequently depending on: the number of people using the space, whether they are entering and exiting the setting, and access to hand washing and hand-sanitising facilities. Cleaning of frequently touched surfaces is particularly important in bathrooms and communal kitchens.</i></p> <p><i>When cleaning surfaces, it is not necessary to wear personal protective equipment (PPE) or clothing over and above what would usually be used.”</i></p> <p>https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings</p>



7 Code of conduct	
7.1	You are encouraged to not bring any unnecessary items in to the building due to the importance of reducing the risk of transmitting the virus and you are mindful of the choices you are making outside of using the building that could jeopardise the church and/or other people.

8 If somebody develops Covid-19 symptoms	
8.1	<p>Should someone attending the church display symptoms of Coronavirus the following steps will be taken:</p> <ol style="list-style-type: none">1) The person will be asked to leave as soon as possible, return home and seek guidance from NHS111 as to self-isolation and testing. (If the person cannot leave straight away for any reason the <u>Prayer Room</u> will be the designated COVID 19 Isolation Room.)2) Anyone known to have been in close contact with the case advised to wash their hands as soon as possible3) Any surfaces likely to have been contaminated will need to be thoroughly cleaned and disinfected with cleaning guidance.4) Consider whether to bring the service to an early conclusion.5) Consult Health & Safety Executive website as to whether the event should be reported. https://www.hse.gov.uk/coronavirus/riddor/. <p>Government Guidance: https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings#left-area</p> <p>This is the same procedure if you develop COVID-19 symptoms. You will need to leave the setting immediately and follow government guidance about testing.</p> <p>Gerard Goshawk – will also need to be contacted as soon as possible.</p>

I confirm that I have read and understand the procedures that need to be implemented to safely reopen our services and protect the church, my group, other groups and myself.

Name:.....

Signed:.....

Date:.....