

# Saltford Community Church Covid-19 Risk Assessment

Following the UK Government guidance for the opening of places of worship from 4<sup>th</sup> July<sup>1</sup>, the trustees of Saltford Community Church have undertaken the following risk assessment.

The purpose of this document is to identify the main risks to those attending the church posed by the COVID-19 virus and ways to mitigate those risks.

The measures in this document aim to follow the UK government advice wherever possible to make the church premises COVID-19 secure. These measures will need to be reviewed from time-to-time as UK government advice changes.

Date of review	Reviewed by	Comments
8 <sup>th</sup> July 2020	SCC Trustees	Initial version, following UK Government guidance from 4 <sup>th</sup> July

## 1. Risk of Covid-19 entering the church building

The following measures have been put in place to avoid the Covid-19 virus being brought into the church building.

1. Any regular attendees with Covid-19 symptoms shall be asked not to attend church meetings and to follow UK Government advice on self-isolation.
2. Attendees shall be asked verbally whether they have symptoms upon entry to the building.
3. Attendees will be asked to use hand santiser upon entry. Hand sanitiser will be provided by the church.
4. Those vulnerable or shielding shall be asked not to attend in person.
5. Church service recordings will be made available online for those not able to or not wishing to attend in person.
6. Any attendees with Covid-19 symptoms shall be asked to leave the building.
7. Posters shall be displayed asking people with symptoms not to enter the building.

## 2. Risk of Covid-19 transmission from an infected person

The following measures shall be in place to prevent transmission of the Covid-19 virus directly from an infected person.

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<sup>1</sup> <https://www.gov.uk/government/publications/covid-19-guidance-for-the-safe-use-of-places-of-worship-during-the-pandemic-from-4-july>

1. Suitable social distancing (2m, or 1m plus mitigations such as face masks) shall be put in place between people from different households. In the main church hall this shall be achieved by setting chairs in groups with markings on the floor to indicate suitable distance from other groups.
2. No physical contact should occur between people from different households.
3. Several areas shall be marked out in the side room of the church for use by families needing to take young children out of the main service. Each area may only be used by one household during any given service.
4. Attendees must wear a face mask wherever practical.
5. A one-way system shall be put in place to allow continued social distancing when moving in and out of the building.
6. Some areas of the church will be marked as out-of-bounds for attendees, such as the kitchen.
7. Separate seating areas shall be provided for each household with 2m separation from other households.
8. The capacity of the main church hall will be reduced due to the need to separate households by 2m. If there is no space for a member of a household to be accommodated in the main hall while maintaining spacing, then they will not be able to enter.
9. There shall be no singing by those present during services.
10. Posters shall be displayed reminding attendees of safe social distancing practices.
11. Reasonable adjustments to the above arrangements may be needed to accommodate attendees with particular needs, for example those with a physical disability.
12. A list of attendees at meetings shall be kept for 21 days to allow contact tracing in the case of a confirmed infection.
13. Windows in the church building shall be opened during the service to improve ventilation.

### 3. Risk of Covid-19 transmission via a contaminated surface

The following measures shall be in place to prevent transmission of Covid-19 virus from contact with a contaminated surface or item.

1. Where possible, doors shall be propped open to reduce contact with door handles.
2. High contact surfaces, such as door handles, shall be cleaned regularly with a sanitiser.
3. Where the offering box is present, money deposited in the box shall not be removed for 72 hours after the service ends.
4. The building shall not be used for a meeting for at least for 72 hours after the previous meeting ends.
5. The building shall be cleaned after each meeting.
6. No food or drink will be served during the meeting and the kitchen shall be closed.
7. No church Bibles or hymnbooks shall be distributed. Attendees shall be encouraged to bring their own Bibles.
8. No communal toys or books shall be provided for children. Attendees may bring their own toys for children if required, but these must not be shared with others outside of their own household.
9. Books from the church library may be borrowed, but must be cleaned with a suitable santiser upon return.
10. Microphones and recording equipment shall be used by a single person in any given service and not shared with others. Where possible this equipment shall be cleaned after use.

#### 4. Risk of Covid-19 transmission via toilet facilities

The following measures shall be in place to prevent transmission of Covid-19 virus via the church's toilet facilities.

1. Disposal paper hand towels and antimicrobial soap will be supplied in toilets.
2. The disabled toilet shall be the only toilet available. The layout of this toilet facility allows a limit of 1 person per toilet unit to be easily enforced and social distancing to be maintained.
3. High-contact surfaces such as taps, door handles and flushes shall be cleaned with a sanitiser spray or wipes after each use.
4. Users of the toilet shall be asked to clean the toilet after use.
5. Posters or signs shall be displayed to remind those using the toilet to clean it after use.
6. Children under 11 should be accompanied by a parent or guardian, who can assist with cleaning the toilet.

#### 5. Risk of Covid-19 transmission via contaminated waste

The following measures shall be in place to prevent transmission of Covid-19 virus from waste left at the church.

1. Attendees shall be asked to take any waste home with them wherever possible.
2. Any waste left at the church is assumed to be contaminated and handled appropriately.
3. Anyone handling waste should use appropriate PPE.
4. Where bins are provided, they shall be lined with a disposable liner and all waste double-bagged prior to disposal.

#### 6. Risk of Covid-19 transmission to an individual working in the church building

The following measures shall be in place to prevent transmission of Covid-19 virus to anyone working the church building.

1. Where possible remote working tools such as video conference should be used to avoid in-person meetings.
2. Attendance at meetings should be limited to those necessary.
3. Sharing of items at meetings, such as pens and paper, should be avoided.
4. Hand santiser shall be provided where meetings are taking place.
5. Where possible, in-person meetings should be held outdoors or in a well-ventilated room
6. Those attending meetings in person should maintain suitable social distance (2m or 1m + mitigations).