

## **Coronavirus risk assessment**

**Assessors' names and church roles:** Luke Crowter (Pastor), Hannah Illsley (Member), Luke Illsley (Member), Larissa Crowter (Member)

**Church name and location:** Silver Street Community Church, 50 Statham Grove, Edmonton, N18 1RE

**Assessment date:** 6th July 2020

**Date of latest issue/review:** 19<sup>th</sup> July 2021

**Next review date:** 21<sup>st</sup> September 2021

Our aim is for everyone to BE SAFE and FEEL SAFE, while at the same time maintaining a natural, welcoming family atmosphere.

We want to provide clear guidelines and communicate well, while trusting those who come to behave responsibly. We want to make it clear and easy for people to attend comfortably.

We want to take reasonable precautions as an expression of our love for our neighbours, while at the same time living in faith, not fear. Ultimately, we trust God who is our help and our shield.

The document below is a working document, to be improved and reassessed as regulations change, and as we discover best practice.

The below is based on guidance issued by the government: <https://www.gov.uk/government/publications/covid-19-guidance-for-the-safe-use-of-places-of-worship-during-the-pandemic-from-4-july>

**Risk Assessment formula**

Risk = Likelihood x severity

Likelihood
5. Near certain
4. Probable
3. Possible
2. Unlikely
1. Highly unlikely

Severity
5. Expected to result in church closure or significant harm to multiple individuals, death of an individual
4. Material threat to continued existence of church, or significant harm to single individual
3. Substantial adaptation required to ongoing operations
2. Minor adaptation required to ongoing operations
1. Inconvenience to ongoing operations

Risk levels		
16+	High	Immediate action required
11-15	Medium	Implement all possible mitigations, seek to continue to improve control measures
1-10	Low	Maintain control measures and monitor, seek improvement where possible

**Areas of risk:**

<b>A. Coronavirus entering the premises and potentially infecting users of the building</b>
<b>B. Transmission of Coronavirus to an individual direct from infected person</b>
<b>C. Transmission of Coronavirus to an individual via a contaminated surface/item (excluding toilet facilities)</b>
<b>D. Transmission of Coronavirus to an individual via toilet facilities</b>
<b>E. Transmission of Coronavirus to an individual via contaminated waste</b>
<b>F. Transmission of Coronavirus to an individual via working in the church building</b>
<b>G. Transmission of Coronavirus to an individual during outdoor singing</b>
<b>H. Transmission of Coronavirus to an individual in crèche</b>
<b>I. Transmission of Coronavirus to an individual during the Women's Bible Study</b>
<b>J. Transmission of Coronavirus to an individual during minis</b>

<b>Risk:</b>		<b>Coronavirus entering the premises and potentially infecting users of the building</b>					
<b>Persons at risk</b>		Ministers, leaders, members, attendees, contractors, cleaners					
<b>Risk Rating before control measures</b>	Likelihood	4		<b>Risk Rating after control measures</b>	Likelihood	3	
	Severity	4			Severity	4	
	Overall Risk	16			Overall Risk	12	

<b>Control Measures</b>	<b>Person Responsible</b>	<b>Comments</b>
1. Ask everyone symptomatic not to attend	Pastor	Reminder on the weekly email + posters
2. All attendees asked to follow government guidance on self-isolation after symptoms and/or positive test/contact tracing/returning from foreign travel.	Pastor	Reminder on the weekly email
3. Ensure good ventilation	Elders	Email + personal conversations
4. Everyone to use hand sanitiser on entry to the building	Steward	
5. Action Plan in place in case and communicated to leaders as in event of Coronavirus case known to enter premises	Elders	
6. Some level of social distancing encouraged	Elders	
7. Use of face coverings requested and encouraged	Elders	
8. Lateral flow testing before attending encouraged	Elders	

<b>Risk:</b>		<b>Transmission of Coronavirus to an individual direct from infected person</b>				
<b>Persons at risk</b>		Ministers, leaders, members, attendees, contractors, cleaners				
<b>Risk Rating before control measures</b>	Likelihood	3		<b>Risk Rating after control measures</b>	Likelihood	3
	Severity	4			Severity	4
	Overall Risk	16			Score = Severity x Likelihood + 1 x Severity	Overall Risk

Control Measures	Person Responsible	Comments
1. Suitable social distancing policy in place for those choosing to maintain 2m distance	Everyone	
2. Caution advised for contact between persons from different households/bubbles	Everyone	
3. One-way system of flow through building to avoid pinch points	Stewards	
4. Areas marked out of bounds where appropriate	Elder/Pastor	
5. Seating arrangements adapted for some social distancing	Elder/Pastor	
6. Ensure good ventilation	Everyone	
9. Some level of social distancing encouraged	Elders	
10. Use of face coverings requested and encouraged	Elders	
11. Lateral flow testing before attending encouraged	Elders	
12. Attendees dismissed outside in blocks after the service	Elders	
13. Food will only be shared in picnic style, outdoors and with	Elders	

distance between groups.		
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<b>Risk:</b>		<b>Transmission of Coronavirus to an individual via a contaminated surface/item (excluding toilet facilities)</b>				
<b>Persons at risk</b>		Ministers, leaders, members, attendees, contractors, cleaners				
<b>Risk Rating before control measures</b>	Likelihood	4		<b>Risk Rating after control measures</b>	Likelihood	2
	Severity	4			Severity	4
	Overall Risk	16			Overall Risk	8
				Score = Severity x Likelihood + 1 x Severity		

Control Measures	Person Responsible	Comments
1. Doors kept open where possible to reduce contact with door handles	Stewards	
2. Collection not counted for 72 hours after service.	Pastor, Jonathan	Email sent out to inform members of online giving.
3. Building not used again for 72 hours or building thoroughly deep cleaned between uses	Cleaners	Cleaned thoroughly after every use
4. Attendees asked to bring their own and take them away with them. Any Bibles used quarantined for 72 hours.	Pastor	Scripture could be displayed on screen to avoid unnecessary contact
5. Microphones and other equipment kept to a single individual	Leader of the meeting	If microphone is shared, it will be left static, and adjusted by only one individual. Disposable covers provided

<b>Risk:</b>		<b>Transmission of Coronavirus to an individual via toilet facilities</b>				
<b>Persons at risk</b>		Ministers, leaders, members, attendees, contractors, cleaners				
<b>Risk Rating before control measures</b>	Likelihood	3		<b>Risk Rating after control measures</b>	Likelihood	2
	Severity	4			Severity	4
	Overall Risk	12			Overall Risk	8
				Score = Severity x Likelihood + 1 x Severity		

Control Measures	Person Responsible	Comments
1. Regular cleaning of surfaces likely to be touched regularly with appropriate sanitiser spray.	Cleaners	
2. Toilets supplied with disposal hand towels (not a reusable linen towel)	Cleaners	Already in place.
3. Follow cleaning checklist	Cleaners	
4. Mark and communicate social distanced queue system	Pastor	
5. Introducing enhanced cleaning of toilet facilities, provision of more waste facilities, more frequent rubbish collections.	Cleaners	
6. Handwashing posters displayed	Pastor	Already in place
7. Hand sanitiser provided outside toilets	Pastor	
8.		

<b>Risk:</b>		<b>Transmission of Coronavirus to an individual via contaminated waste</b>			
<b>Persons at risk</b>		Cleaners and anyone else handling waste			
<b>Risk Rating before control measures</b>	Likelihood	3	<b>Risk Rating after control measures</b>	Likelihood	1
	Severity	4		Severity	4
	Overall Risk	12		Overall Risk	4
			Score = Severity x Likelihood + 1x Severity		

Control Measures	Control in place (Y/N)	Person Responsible	Comments
1. Everyone asked to take waste home with them if possible	Everyone	Remove bins to encourage this	
2. All waste to be assumed contaminated and handled appropriately	Everyone		
3. Anyone handling waste to be trained in suitable working practices	Pastor/ Mandy/ Elders	Info sheet written and communicated to all cleaners.	
4. All waste handled with suitable PPE	Cleaners	Aprons & gloves provided.	
5. All bins lined with disposable liners and all waste double bagged prior to disposal and quarantined for 72hours before disposal.	Cleaners		
6. Lidded bins operated by foot-pedal to be provided		Bins removed from the auditorium to avoid contamination.	
7.			



8.		
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<b>Risk: Transmission of Coronavirus to an individual via working in the church building</b>						
<b>Persons at risk</b> Ministers, leaders, members, attendees, contractors, cleaners						
<b>Risk Rating before control measures</b>	Likelihood	2		<b>Risk Rating after control measures</b> Score = Severity x Likelihood + 2 x Severity	Likelihood	1
	Severity	3			Severity	3
	Overall Risk	6			Overall Risk	3

Control Measures	Person Responsible	Comments
1. Avoid transmission during meetings, for example, by avoiding sharing pens and other objects.	Luke C, Nick	
2. Provide hand sanitiser for meetings.	Luke C, Nick	
3. Hold meetings outdoors or in well-ventilated rooms whenever possible.	Luke C, Nick	
4. Ensure good ventilation	Luke C, Nick	
5.		
6.		

<b>Risk: Transmission of coronavirus during creche</b>						
<b>Persons at risk: congregation / crèche helpers</b>						
<b>Risk Rating before control measures</b>	Likelihood	3		<b>Risk Rating after control measures</b>	Likelihood	2
	Severity	5			Severity	5
	Overall Risk	15			Overall Risk	10

<b>Control Measures</b>	<b>Control in place (Y/N)</b>	<b>Person Responsible</b>	<b>Comments</b>
1. Parents will be encouraged to avoid too much contact during drop off and pick up of children	Y		
2. Children's hands will be sanitized on entry	Y		
3. When giving children drink / snacks, one adult will thoroughly wash hands before and after giving them out. Children's names will be written on the cup.	Y		
4. Wipes will be kept in the room to wipe down surfaces / equipment regularly (use of soft toys limited)	Y		
5. Reminder to parents & carers to avoid attending church if they / their children are displaying any symptoms with a poster at the entrance	Y		

6. Adults in the room will wear masks and be encouraged to follow good practice with a poster displayed in the crèche room	Y		
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<b>Risk: Transmission of coronavirus during women's bible study</b>						
<b>Persons at risk: congregation / crèche helpers</b>						
<b>Risk Rating before control measures</b>	Likelihood	3		<b>Risk Rating after control measures</b>	Likelihood	2
	Severity	5			Severity	5
	Overall Risk	15			Overall Risk	10

Control Measures	Control in place (Y/N)	Person Responsible	Comments
1. Max groups of 6 indoors. Weather permitted we will hold the study outdoors	Y	Larissa	
2. Specified person greet on entry, remind everyone to use the hand sanitiser and point them to the correct room	Y	Larissa	
3. Encourage those coming to bring their own refreshments / pens / Bibles	Y	Larissa	
4. Parents to drop their children straight into crèche (from 9.50) and join a group	Y	Parents	
5. When giving children drink / snacks, one adult will thoroughly wash hands before and after giving them out	Y	Pam / Chris	
6. Wipe down chairs, tables and toys thoroughly afterwards.	Y	Cleaners	

<b>Risk: Transmission of coronavirus during minis</b>  <b>Persons at risk: congregation / minis helpers</b>						
<b>Risk Rating before control measures</b>	Likelihood	3		<b>Risk Rating after control measures</b>	Likelihood	2
	Severity	5			Severity	5
	Overall Risk	15			Overall Risk	10

<b>Control Measures</b>	<b>Control in place (Y/N)</b>	<b>Person Responsible</b>	<b>Comments</b>
1. Parents will be encouraged not to have too much contact with one another while dropping off / picking up children	Y	Teacher	
2. Children's hands will be sanitised on entry and exit.	Y	Teacher	
3. When giving children drink / snacks, one adult will sanitise hands before giving them out.	Y	Teacher	
4. Wipes will be kept in the room to wipe down surfaces.	Y	Teacher	
5. Reminder to parents & carers to avoid attending church if they / their children are displaying any symptoms with a poster at the	Y		

entrance			
6. Adults in the room will wear masks when not leading at the front (fully distanced from everyone else).	Y	Teacher	
7.Children will be seated distanced from each other, only seating family members together.	Y	Teacher	
8.The room will have windows open	Y	Teacher	