**Holy Trinity Normanton Le Heath**

**Covid 19 Risk Assessment**

**June 2020**

| Hazard |  | Risk | Control measure | Revised risk |
| --- | --- | --- | --- | --- |
| **Appropriate social distancing** |  |  |  |  |
| Main door | Parishioners not being able to adhere to appropriate social distance measures on entering church | High | Appropriate social distance signs to be placed on outer porch door and floor tiles.  Pump action hand sanitiser to be placed by door for use on entry and exit | Low |
| Layout and distance between Pews | Less than 2m distance between pews | High | Congregation to sit in alternate pews, 2m apart unless in same household | Low |
|  | Parishioner being less than 2m when arriving and leaving church | High | To have a 1 way system for pews on right hand side of church  Centre pews to be accessed from the left hand side | Low |
| Refreshments | Tea/coffee toast served at Family Service | High | No refreshments to be provided at services | Low |
| Holy Communion | Less than 2m distance from clergy and parishioner | High | Clergy to adhere to Diocese guidance  Clergy to wear a face mask during communion  To use communion wafers |  |
| **Risk of infection from person to person** |  |  |  |  |
| Lack of ventilation |  | High | Main door to be left open during service  Church windows to be opened | Low |
| Parishioners offering each other  ‘The Sign of the peace’ | Less than 2m distance | High | Namaste to be used as an alternative | Low |
| **Use of shared resources that can result in indirect transmission** |  |  |  |  |
| Risk of cross infection if parishioners place hands on pews, handle sound system etc | Risk of cross infection from handling | High | Any areas- pews/handles/  sound system to be wiped down with a suitable anti bacterial solution after the service | Low |
| Use of hymn/communion books | Risk of cross infection from handling | High | No hymns to be sung  Hymn numbers not to be used  Each parishioner to be given a Communion Service Book to keep at home  Main bible to not be used | Low |
| Risk of cross infection when handling brass ware when setting up service | Risk of cross infection from handling | High | Gloves and sanitiser to be used | Low |
| Collection plate | Risk of cross infection from handling | High | Collection plate to be left at the back of the church | Low |
| Risk of handling collection money | Risk of cross infection from handling | High | Collection to not be counted in church but bagged and left for 72 hours before counting | Low |
| Caring and sharing | Risk of cross infection from handling | High | To be temporarily suspended | Low |
| Water tap | Risk of cross infection from handling | High | Gloves and sanitiser to be used  Notice to be left by water tap promoting need to wear gloves when using | Low |
| **Emotional distress including anxiety** |  |  |  |  |
|  | Risk that parishioner may have been emotionally affected during the Covid period that become distressed during service | Med | Clergy and parishioners to be advised to support verbally but to maintain the recommended appropriate social distance | Low |
| **Emergeny situation** |  |  |  |  |
|  | Risk that parishioner may become unwell in church  Fire | Medium  Medium | Access to a phone to contact 999 or 111 for urgent medical support  A set of PPE incl, gloves, apron and visor to be stored in the church  Up to date church risk assessment  Log to be maintained of who attended service for Track & Trace  Follow normal fire evacuation procedure | Low  Low |
| Spread of virus due to lack of cleaning |  |  |  |  |
|  |  | Medium | All areas that have been handled during service will be cleaned at end with suitable bacterial product.  Cleaning rota to be maintained but avoiding M-W so 72 hrs post service  Church not open for individual prayer | Low |
|  | Infection after known exposure to someone with Coronavirus symptoms | High | If possible close the church building for 72 hours with no access permitted.  If 72-hour quarantine is not possible then follow Public Health England guidance on cleaning in non-healthcare settings.  If the building has been quarantined for 72 hours, then carry out cleaning as per the normal advice on cleaning. | Medium |