

APPENDIX WorshipCOVID 19 RISK ASSESSMENT v2 April2021

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| Name & Address of Church | HLMC | Assessment under taken by Sue Barnes |
| Area of Building Assessed | Wprship | Date of Initial Assessment 22/7/2020: Reviewed 16/04/2021 Date to be Reviewed |

| | Hazards/Risks <i>Think about the areas where contact takes place</i> | Persons Affected <i>Think of anyone who comes in contact</i> | Likelihood 1 = Seldom 2= Frequently 3= Certain or near certain | Severity 1 = Low (minor injury) 2 = Medium (serious injury) 3 = High (fatality) | Risk Rating 1-2 = low 3-4 = medium 6-9 = high priority | Additional Covid-19 Controls – Reducing Risk <i>Think of which prevention strategy that could be used in each scenario to reduce the spread of Covid-19</i> <i>*If the building is listed, any changes need to be sensitive & reversible, please contact the Conservation Officer for further guidance.</i> | Action Plan <i>What needs to be done and by whom?</i> <i>(see separate Action Plan for details)</i> |
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| a | WORSHIP EVENT, increased risk of covid transmission | | 3 | 3 | 9 | <p>A booking system is in place to ensure the capacity restriction is not exceeded.</p> <p>Flow through building</p> <p>Use of overhead projector screens</p> <p>Use of sound system</p> <p>No singing by congregation</p> <p>Request any spoken responses in worship are not loud (projecting voice increases spread of droplets)</p> | |

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| | | | | | | <p>No physical contact except within bubble</p> <p>Keep service as short as is practical</p> <p>Keep windows open, and doors open if possible</p> <p>Track and trace details recorded and kept 21days and NHS QR code displayed at all entry points</p> <p>Stewards/hosts will be present (or nominated person) to ensure guidelines are followed.</p> <p>Alternative means of worship is also maintained eg Facebook, zoom, DVD, telephone</p> <p>Any physical resources that cannot be cleaned e.g. fabric chairs, books, will be isolated for 48hrs after use.</p> <p>Congregation to take all personal belongings and resources home with them.</p> <p>Anyone leading any part of the service will be at least 2m away from the front row of worshippers</p> <p>Pre-recorded music/songs will be used where possible. Musicians and minimum number of singers permissible under guidelines</p> <p>At the beginning of the service, all attendees will be reminded of the necessary requirements</p> <p>Seating is in rows, not facing each other</p> | |
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| b | Risk of COVID transmission from cash put into the offertory box | | | | | Cash to remain in offertory box for 48hrs before counting. Alternatively, use gloves when handling the cash | |
| c | Risks associated with COVID transmission from technical desk as difficult to socially distance | | 2 | 3 | 6 | <p>Users to sanitise hands before and after session</p> <p>Use recommended cleaning products on equipment (I.I. to advise)</p> <p>Use covers on equipment if possible, when not in use</p> <p>Remove all unnecessary equipment</p> <p>Use of screens between users if possible, due to limited space, users facing same direction</p> | |