**Holy Trinity Normanton Le Heath**

**Covid 19 Risk Assessment**

**August 2020**

This risk assessment cover public worship and other services such as weddings/funerals within Holy Trinity Church. The building has been assessed as safely seating a maximum of 30 parishioner and maintaining the control measures below.

This assessment has been based on a household/bubble of between 3-6 parishioner on a pew. Seating arrangements will be needed to be considered at each service to support safe seating capacity.

| Hazard |  | Risk | Control measure | Revised risk |
| --- | --- | --- | --- | --- |
| **Social distancing** |  |  |  |  |
| Main door | Parishioners not being able to social distance on entering church | High | 2m 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  There may be times when the distancing rule is difficult to maintain; it is a requirement for all to wear facemasks. | Low |
| Layout and distance between Pew’s | Less than 2m distance between pews | High | Congreagation to sit in alternate pews | 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 |
| Too many people in church building |  | High | Current limit is 30 | Low/med |
| 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 | Communion can be given in bread alone. Use wafers  Clergy to adhere to Diocese guidance  Minister will wear face mask at time of distribution |  |
| **Risk of infection from person to person** |  |  |  |  |
| Lack of ventilation |  | High | Main door to be left open during service | 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. Or individual service sheets to be available on the pew for single use/taken 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 | Low |
| **Emotional distress including anxiety** |  |  |  |  |
|  | Risk that parishioner may have been emotinally affected during the covid period that becomes distressed during service | Med | Clergy and parishioners to be advised to support verbally but to maintain the recommended social distance | Low |
| **Emergency situation** |  |  |  |  |
|  | Risk that parishioner may become unwell in church | Med | 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 | Low |
| Spread of virus due to lack of cleaning |  |  |  |  |
|  |  | Med | All areas that have been handled during service will be cleaned at end with suitable bacterial product.  Cleaning rota to be maintained but avoiding Monday-Wednesday 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 |

Items required for risk mitigation:

* Pump action hand sanitiser
* Disposable gloves
* Set of PPE- Gloves, Apron and Visor
* Bin with poly liner
* Social distancing stickers /signs