

Beechwood Chapel - Risk Assessment

Covid-Safe Sunday Meetings

Date of issue: 30/07/2020
Date for review: 31/01/2021

Location: Beechwood Chapel, Fifth Avenue, CH43 9LB

Assessment by: Jon Norwood

Likelihood	Severity	Risk Level (Likelihood x Severity)	
5 - Very likely	5 - Catastrophic	17 - 25	Unacceptable - stop activity and make immediate improvements.
4 - Likely	4 - Major	10 - 16	Tolerable - but look to improve within set timescale.
3 - Fairly unlikely	3 - Moderate	5 - 9	Adequate - but look to improve by next review
2 - Unlikely	2 - Minor	1 - 4	Acceptable - no further action required.
1 - Highly unlikely	1 - Insignificant		

Area of risk	Who might be harmed and how?	Actions required to manage the risk	Risk Level
Cleaning the building	Uncleaned or inappropriately cleaned items and surfaces may carry the virus for 72 hours, so there is a risk of transmission.	<p>Ensure suitable cleaning materials and disposable gloves are provided.</p> <p>Ensure appropriate regular cleaning between groups using the building.</p> <p>Where possible allow cleaners to wait 72 hours before accessing areas to be cleaned.</p> <p>If the building has been used in the last 72 hours ensure all high-risk surfaces and touch points have been sanitised.</p>	<p>1 x 2</p> <p>= 2</p>
Preparation of the building	There are areas of the building that could form bottlenecks of people, forcing them to break social distancing guidelines.	<p>Where possible open doors and windows to increase ventilation.</p> <p>Close off areas of the building that will not be in use.</p> <p>Clearly mark areas that the public are not to go (e.g. front)</p> <p>Check for animal waste and general cleanliness.</p> <p>Remove from use all books and leaflets except single use material that will be removed by user.</p> <p>Put up notices to remind visitors about important safe practices (e.g. social distancing, hand washing, etc)</p>	<p>1 x 2</p> <p>= 2</p>
Entry and exit of the building	Without signs and stewarding people will not know where they should go, increasing the risk of breaking social-distancing guidelines.	<p>Sign and mark out directions for movement of people.</p> <p>Stewards with washed hands or gloves manage and direct pedestrian flow, including opening and closing of doors.</p> <p>Hand sanitiser provided at entrance for all people entering.</p>	<p>2 x 2</p> <p>= 4</p>
Refreshments	<p>Cups, spoons, etc offer a high chance of cross-contamination.</p> <p>The serving hatch creates a bottle neck area, where people arriving and leaving have to pass close together.</p>	<p>We will not provide refreshments at this time.</p> <p>People may bring their own refreshments in suitable containers. They will also need to take any items or waste away with them.</p>	<p>1 x 2</p> <p>= 2</p>

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Social Distancing	People don't or unable to follow 2m social distancing guidelines, thus increasing the risk of infection.	We will mark out 2m spaces on the ground to help guide people to keep apart, and remind them during services to follow guidelines. Where it is not possible to keep 2m apart we will follow 1m+ guidance including: <ul style="list-style-type: none"> wearing face coverings, windows open for ventilation, no face-to-face seating, instead side to side or front to back, people to remain in seating area as much as possible, all movement is carefully stewarded. 	2 x 2 = 4
Children and children's groups	Younger children find it harder to follow social-distancing guidelines. Children's groups use many toys and stationary, and are in areas with many items that children could touch.	We will not run any separate children's groups at this time. Children must remain with, and under the responsibility of, a parent/guardian at all times. We advise parent/guardians to bring quiet activities with them to entertain their child.	2 x 2 = 4
Use of toilets	Toilet flushes can spread the virus 7m. Toilet blocks are places with a high footfall in an enclosed space. The toilets are in the entrance hall, increasing the likelihood of breaking social-distancing guidelines with others entering the building.	Stewards with disposable gloves manage and direct pedestrian flow. Limit access to each toilet block to one person at a time. Supply adequate soap and paper towels for hand washing. Hand sanitiser provided outside toilet blocks for use before and after.	3 x 2 = 6
Communion	Cups, saucers, etc offer a high chance of cross-contamination.	Individual cups of bread and wine will be prepared by a steward in disposable gloves Distribution of cups will be done by a steward in disposable gloves, placing cups on tables so that there is no risk of virus transmission from one receiver to the next.	2 x 2 = 4
During the service	Singing has been found to spread the virus considerably further than speaking, and so is advised against in government guidance. Other voice projection is similarly advised against. People may need/want to move about during the service (e.g. to access the toilets)	We will not sing together (although we will keep this in review pending updated guidance from the Government). Instead we will use this as an opportunity to learn the BSL for some worship songs, either along to live or recorded music. We will use a microphone to amplify the preacher, so that they do not need to project their voice. People will be advised to stay in their designated seating area where possible. Any movement will be managed and directed by a Steward.	2 x 2 = 4
Gathering on the Chapel grounds	People may congregate on the premises and interact not keeping to social distancing guidelines, increasing the risk of virus transmission.	We will mark 2m spaces on the paths to guide people as they queue to enter the building. While it is fine for people to talk to each other outside, stewards will remind them to keep 2m apart following social distancing guidelines. People will also be reminded not to stand close to or blocking paths or doorways, as that would increase the likelihood of others needing to pass them closer than 2m.	2 x 2 = 4