



## COVID-19 Risk Assessment - Church Building & Grounds

General risk of catching or spreading airborne COVID-19 infection through close personal contact  
Or touching contaminated surfaces and transferring the virus to mouth or eyes.

Likelihood of hazardous event			Rating			Severity of most likely outcome			Rating		
Very unlikely			1			No injury or trivial injury			1		
Unlikely			2			Minor injury			2		
Likely			3			Serious injury			3		
Very likely			4			Very serious injury			4		
Almost certain			5			Disabling injury or fatality			5		

Hazard	Hazardous event	People at risk	L	S	R	COVID-19 risk control measures required						L	S	R	
COVID-19 spreading in the workplace	Ministry Leaders and Team Members getting into close contact (<2m) with someone who has the virus whilst working in the church building.	Leaders and Team Members working at the Church	4	3	12	Follow all current government advice for the control of COVID-19. If displaying any symptoms remain at home and self-isolate.  Church remains closed to casual visitors Leaders and Team Members work from home wherever possible. Schedule any essential Church visits to avoid other people as far as is possible. Only two people allowed in the Church office at a time, unless they are members of the same household.  Use hand sanitizer on arrival and departure. Leave all internal doors open as far as is possible to avoid touching door handles. Wipe all door handles with sanitizer before leaving the building.  Arrange all regular meetings on Zoom. If a face to face meeting, cannot be avoided, hold meeting outside the building, maintaining >2m distancing. If on site with other people maintain Social Distancing (>2 m). Avoid embracing or shaking hands. Carry a face covering or mask to wear if >2m distancing rule is compromised.  Only one person at a time to be in the kitchen. If necessary to eat during visit, bring own food and drink from home and eat separately.							1	3	3

						Care to be taken in the toilet corridor to avoid passing other people – wait for the corridor to clear before proceeding.  Explicit COVID-19 warning signs to be displayed			
COVID-19. Spreading amongst congregation	COVID-19 spreading amongst people using the Church facilities for meetings and events	All people organising and attending meetings and events	5	3	15	<p>Event and Meeting Organisers are responsible for following all current government regulations and advice for the control of COVID-19. If any of the Organisers are displaying any COVID-19 symptoms, they are obliged to remain at home and self-isolate.</p> <p>Organisers must ensure their Attendees are aware of current government advice on meetings for the control of COVID-19.</p> <p>Attendees should be encouraged to avoid using public transport to attend events. If public transport cannot be avoided, attendees should be advised to wear a face covering or mask. Event Organisers should maintain a contact list for all attendees.</p> <p>All Attendees to use hand sanitizer on arrival and departure. Organisers should promote good hand and respiratory hygiene and highlight infection control procedures.</p> <p>No food or drink is to be served at meetings.</p> <p>Any Attendees who later develop COVID-19 must inform the Organisers immediately, who in turn must notify all other Attendees of the potential health implications, though if all control measures have been followed the additional risk should be minimal.</p>	3	3	9

COVID-19 Spreading amongst congregation	COVID-19 spreading amongst congregation using the Church sanctuary for services and events	All people organising and attending services and events	5	3	15	<p>Organisers will have to arrange seating to accommodate groups from the same households sitting together and individuals separately. Access routes will need to be maintained so people can get to their seats. Moving around the church during the course of the meeting should be discouraged.</p> <p>All windows and doors should be left fully open to encourage maximum air flow through the building, but ceiling fans should not be used as they cause air turbulence and any COVID-19 virus to be re-circulated.</p> <p>Congregational singing is currently not permitted as it can spread COVID-19 virus.</p> <p>CORVID-19 virus can easily be transferred on bank notes and coins so no offering should be taken.</p> <p>Leaving the building after an event should be by section to avoid crowds building up near the door. People may meet and talk in the carpark provided &gt;2m social distancing rules are still maintained.</p> <p>Any sound equipment, tables or other furniture should be sanitised at the end of the service.</p> <p>Ensure all windows and doors are closed and building is left secure</p>	3	3	9
COVID-19 Spreading amongst congregation	Corridor to teaching rooms and toilets becoming crowded with people & >2m rule not being followed.	All people organising and attending meetings and events - especially children	5	3	15	<p>Organisers will need to strictly control access to the corridor, teaching rooms and toilet facilities, as care needs to be taken in the corridor to avoid passing other people – All people should wait for the corridor to clear before proceeding.</p> <p>A one-in-one-out system should be instigated for small groups, or those using the garden area</p> <p>For larger groups a one-way system for people to exit through the back door and re-enter the church through the front door should be put in place.</p> <p>Teaching rooms can be used but maintaining &gt;2m distancing will severely limit the number of people who can be accommodated. Teaching room windows and doors must be fully open if the rooms are occupied to improve air circulation.</p> <p>Door handles taps and toilet flushes; tables and equipment used in the teaching rooms are all to be sanitised frequently and thoroughly at the end of the event. Disposable paper towels to be placed in a rubbish bag for later disposal.</p>	2	3	6

COVID-19 Spreading amongst congregation	People not following government guidelines on self-isolation or not knowing they are infected.		5	3	15	<p>If Organisers doubt that the governments rules are understood and being followed by the congregation a non-contact IR thermometer should be used to take the temperature of all attendees on arrival. Anyone with higher than normal temperature must be sent home immediately to self-isolate.</p> <p>Many carriers of COVID-19 show no symptoms at all but can still spread the infection. There can be no assumption from Organisers that those, especially children attending school, who look healthy are COVID-19 free.</p>	4	3	12
COVID-19 Spreading amongst high risk groups	Organisers unaware or unable to enforce special requirements for high risk individuals	High risk groups	5	3	15	<p>Organisers should ensure those people who are at higher risk due to age, ethnic background, or pre-existing medical conditions are fully appraised of the potential risks before attending any event.</p> <p>Organisers should consider holding separate events for high risk groups, if the necessary risk mitigating action cannot be ensured.</p> <p>Mixing school age children with those above 70 is a particular risk.</p>	3	3	9
COVID-19 Spreading amongst congregation	People arriving at service or event with COVID-19 symptoms		5	3	15	<p>Organisers must ensure their congregation are aware of current government advice on meetings for the control of COVID-19. If there is any doubt that the rules are being followed, a non-contact IR thermometer should be used to take the temperature of all attendees on arrival. Anyone with higher than normal temperature must be sent home immediately to self-isolate.</p>	3	3	9
COVID-19 Spreading amongst congregation	People not following social distancing instructions		5	3	15	<p>The church sanctuary can accommodate around 20 individual people at &gt;2m social distancing but families, or those comprising one household are not required to keep a minimum distance and should be treated as a group.</p> <p>Organisers must always remain in control of their event and ensure &gt;2m social distancing rules are maintained, except for those from the same family or household.</p> <p>Any breach of this &gt;2m requirement must be addressed immediately. It is possible the &gt;2m rule will be relaxed, but event organisers should be aware that at &gt;1m distance the chance of COVID-19 transmission is ten times higher.</p> <p>Special consideration should be given to stop the uncontrolled movements of children amongst high risk attendees.</p>	4	3	12

Coronavirus COVID-19 spreading amongst people using the garden area	People getting in to <2m proximity with people who have the virus, or touching contaminated surfaces whilst working in the garden.	Ministry leaders Event Organisers & Attendees using the garden area	4	3	12	<p>Hand tools and gardening equipment should be issued to individuals and not shared during the event. All should be sanitised at the end of the event.</p> <p>Access to confined spaces such as garden sheds and greenhouses must be limited to one person at a time.</p> <p>Access to the toilet facilities should be controlled, as care needs to be taken in the corridor to avoid passing other people – All should wait for the corridor to clear before proceeding. A one-in-one-out system should be instigated for small groups. Door handles taps and toilet flushes to be sanitised frequently and thoroughly at the end of the event. Disposable paper towels to be placed in a rubbish bag for later disposal.</p> <p>Any event Attendees who later develop COVID-19 must inform the Organisers immediately, who in turn must notify all other Attendees of the potential health implications, though if all control measures have been followed the additional risk will be minimal.</p>	2	3	6

Assessor's Signature:

Risk Assessment to be kept under periodic review

Review date	Person carrying out the review	Signature-	Comments
Every week or when advice changes			

## Key links

- Hand Washing Guidance - <https://www.nhs.uk/live-well/healthy-body/best-way-to-wash-your-hands/>
  - Communications - <https://www.gov.uk/government/publications/guidance-to-employers-and-businesses-about-covid-19>
  - Social Distancing Guidance - <https://www.publichealth.hscni.net/news/covid-19-coronavirus>
  - Social Distancing Guidance for Vulnerable People - <https://www.gov.uk/government/publications/covid-19-guidance-on-social-distancing-and-for-vulnerable-people>
  - HSE Face Masks Guidance - <https://www.hse.gov.uk/news/face-mask-ppe-rpe-coronavirus.htm>
  - HSENI Mental Health Guidance Coronavirus - <https://www.mind.org.uk/information-support/coronavirus/coronavirus-and-your-wellbeing/>