

## Risk Assessment for Opening St John’s Church, Rownhams for Twinspires@18:30 services

### Version Control

Issue Date	Version Number	Issued by
14 <sup>th</sup> January 2022	3.0	Rev Graeme Dixon on behalf of PCC

### Risk assessment template

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<b>Church:</b>  <b>Parish of Nursling and Rownhams</b>	<b>Assessor’s name:</b>  <b>Graeme Dixon (vicar) on behalf of PCC</b>	<b>Date completed:</b>  <b>February 19th 2022</b>	<b>Review date:</b>  <b>April 30<sup>th</sup> 2022</b>
<b>Event or service this assessment relates to:</b>		Sunday services at St John’s Church – 18:30 service	

Risk	Controls to consider (delete or detail as appropriate to your location and event)	Additional information	Action by whom?	Completed – date and name
<b>Aerosol or droplet transmission of Covid-19</b>	Increase ventilation in your building: natural ventilation by opening doors, windows and vents or mechanical ventilation if appropriate/necessary.	Consult HSE <a href="#">guidance on identifying poorly ventilated areas</a> Weather-permitting both South facing and South transept doors left ajar.  All vents to be left open.	Sides person and/or worship leader	
	Use outdoor spaces if appropriate and available.	N/A		
	Request or consider requiring people to wear a face covering, unless exempt, when inside your building. This may particularly apply to activities that increase risk of aerosol spread such as singing.	Wearing of face masks and sanitising is encouraged.  Face masks to be provided at the rear of church.	Sides person and service leader.	
	Put in place measures to reduce contact between people e.g. retaining social distancing	Hand Sanitising, Social distancing, wearing of face masks and singing wearing masks is requested.	Admin Assistant and Vicar	
<b>Surface transmission of Covid-19</b>	Provide adequate hand cleansing stations. Provide hand sanitiser for the occasions when people can't wash their hands.	Encourage all those attending to sanitise hands on way in and out.	Sides person	
	Identify where you can reduce the contact of people with surfaces, e.g. by leaving open doors that are not fire doors, using electronic documents rather than paperwork.	Main door to be left ajar (weather permitting) when the church is occupied.  Screen to be used at all times. Collection will be undertaken using bowl at rear of church or alternatively the contactless device can be used.	Sides person and service leader	
	Good hygiene and cleaning of the building.	See advice on <a href="#">cleaning church buildings</a>  Undertaken weekly by church cleaner	Church cleaner	

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	Consider hygiene around shared items such as Bibles, prayer and hymn books that are used by multiple people.	Bibles and books will be in use, everything will be on the screen.		
	Cordon off or remove from public access any devotional objects or items (if they are liable to be touched or closely breathed on).	Arrangements for Holy Communion be in both forms through intinction.	Vicar	
	Put in place a cleaning rota/system for children's materials and toys, and consider providing cleaning materials for these if safe to do so (keeping all such materials out of the reach of children).	No Creche available at this service.	Users	
	Where there are toilet facilities, ensure an adequate supply of soap and disposable hand towels, and a bin for towels, are available.	Toilet is open. Hand washing is available. Toilet is cleaned once a week.  Encourage toilet users to use paper hand towels.	Church cleaner	
	Ensure all waste receptacles have disposable liners (e.g. polythene bin bags) to reduce the risk to those responsible for removing them.	Church cleaner to continue to oversee this.		

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<b>Visitors are unclear on requirements for attending church or visiting the building for other purposes, or anxious about attending.</b>	Display an NHS Track and Trace QR code, with an alternative option for those who cannot use that system. Encourage visitors to use one or other of these options.	Consult <a href="#">advice on Track and Trace</a> .		Done
	Update your website, A Church Near You, and any relevant social media with information for visitors. Communicate details on requirements or requests such as bringing a face covering and options for those who may be anxious.	Pastoral letter to be placed on website.  Front page updated by PCC secretary	Vicar  PCC Secretary	
	Consider specific advice for those who may struggle with continuing restrictions, such as those who are deaf or hard of hearing, or visually impaired.	Our Twinspires@10 service is available for 7 days online through our website. The CofE Daily Hope phone line and other content can be found here: <a href="https://www.churchofengland.org/resources/coronavirus-covid-19-guidance/dailyhope-phone-line">https://www.churchofengland.org/resources/coronavirus-covid-19-guidance/dailyhope-phone-line</a>		
	Consider if a booking system is needed, whether for general access or for specific events/services.	Not required		
	Communicate with nearby churches to ensure offered provisions are complementary.	A Traditional church service is available at St Boniface church.  St Johns also offers a morning service at 10am where singing is permitted with masks and some social distancing measures have been lifted.		
	Provide welcoming notices that outline safety measures.	Admin Assistant to do this		

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<b>Cleaning the church after known exposure to someone with Coronavirus symptoms</b>	If possible close the church building for 48 hours with no access permitted.	Meetings carried out at rear of church with main door ajar, weather permitting.	Vicar	
	If 48-hour closure is not possible then follow Public Health England guidance on cleaning in non-healthcare settings.	<a href="#">Public Health England guidance available here.</a>		
	If the building has been quarantined for 48 hours, then carry out cleaning as per the normal advice on cleaning.	Advice on <a href="#">cleaning church buildings can be found here.</a>		