

## Risk Assessment for Opening Church Buildings to the Public

### Version Control

Issue Date	Version Number	Issued by
16 <sup>th</sup> July 2021	10	The House of Bishops COVID-19 Recovery Group

*This update has been reviewed to reflect step 4 of the [roadmap to ease restrictions](#) issued by the UK government and is intended for use from 19<sup>th</sup> July onwards. As step 4 sees the easing of all legal restrictions it is recommended that risk assessments currently in place are re-run to ensure they fit the new circumstances. The Church of England's [guidance on step 4](#) may be a helpful reference point.*

*It is recommended that you carry out a separate risk assessment for each activity type e.g. public worship, use by community groups, concerts etc. and that these are regularly reviewed with reference to local Covid infection rates and other relevant circumstances. You may decide to have different mitigations or safety measures in place for different events. Where activities run simultaneously or back-to-back, each iteration of the risk assessment should address the shared or consequential risk.*

*Risk assessment templates for outdoor worship and for contractors and construction workers are also available on the [Church of England Coronavirus page](#).*

<b>Church:</b> Christ Church, Derry Hill		<b>Assessors' names:</b> Deirdre Lias, Ian Liddle, Linda Carter		<b>Date completed:</b> 20 <sup>th</sup> July 2021	<b>Review date:</b> 14 <sup>th</sup> August 2021
<b>Event or service this assessment relates to:</b>			<b>Baptisms, Weddings and Funerals</b>		
<b>Risk</b>	<b>Controls to consider</b>	<b>Local Application of Measures (Additional information)</b>	<b>Action by whom?</b>	<b>Completed – date and name</b>	
<b>Aerosol or droplet transmission of Covid-19</b>	Increase ventilation in your building: natural ventilation by opening doors, windows and vents.	Current practice applies			
	Request 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 (see below)	Face coverings not required for bride and groom.			
	Singing indoors	Not yet permitted at Christ Church – to be reviewed May be possible to offer last hymn - volunteers to leave the building, officiant at high altar by open door + face covering			
	Put in place measures to reduce contact between people e.g. retaining social distancing Likelihood of larger social bubbles	Orders of Service on pews to indicate social distancing Offer guidance but cannot insist on compliance. Priority to keep volunteers safe.			
	Seating – maximum numbers which can be accommodated	1m + Maximum capacity c.125-130 eg. 25 rows of 5. Could have 2 sets of couples per row.			
	If practical in your building, choose one point of entry into the church to manage flow of people and indicate this with notices, keeping emergency exits available at all times. Where possible use a different door for exit.	Funerals – pall bearers may use separate exit (south door)			
	Provide hand sanitiser and facilities for hand washing.				

<b>Surface transmission of Covid-19</b>	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.	Current practice applies		
	Good hygiene and cleaning of the building.	Current practice applies		
	Consider hygiene around shared items such as orders of service (OOS), pens, that are used by multiple people.	OOS quarantined after each service. Pen for signing Marriage document sanitised after each user.		
	If providing single-use service sheets either place these on seats or ask people to sanitise hands before picking one up, and request that people take these home with them.	Single use OOS placed on seats		
	Where there are toilet facilities, ensure an adequate supply of soap and disposable hand towels, and a bin for towels, are available.	Current practice applies		
	Ensure all waste receptacles have disposable liners (e.g. polythene bin bags) to reduce the risk to those responsible for removing them.	Current practice applies		
<b>Track and Trace</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.	QR Code remains in place. Request contact details of guests in advance of service in line with GDPR policy.		
	Provide welcoming notices that outline safety measures.	Announcements before service begins		
<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.			
	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.	Current practice applies		