

Risk Assessment for Opening Church Buildings to the Public

Version Control

Issue Date	Version Number	Issued by
16 th 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 19th 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](#).

Church: St. John the Baptist, Foxham	Assessors' names: Andy Skipp, Robert Pegler, Linda Carter	Date completed: 22 nd July 2021	Review date: 14 th August 2021	
Event or service this assessment relates to:		Regular Sunday Services		
Risk	Controls to consider	Local Application of Measures (Additional information)	Action by whom?	Completed – date and name
Aerosol or droplet transmission of Covid-19	Increase ventilation in your building: natural ventilation by opening doors, windows and vents.	Main (south) doors and vestry (north) door, windows including bell tower (west) windows	CWs/Sidespeople	
	Use outdoor spaces if appropriate and available.	For singing	PCC	
	Request people to wear a face covering, unless exempt, when inside your building.	Until seated	LC Notices	23.07.21 LC
	Put in place measures to reduce contact between people e.g. retaining social distancing	OOS on pews	LC Notices	23.07.21 LC
	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.	Entry & exit via south door Fire Exit via south & north doors		
	For events where the building is likely to be especially busy, or the activity is particularly energetic, pay particular regard to the need for additional mitigations such as social distancing and face coverings.	Separate risk assessment for life event services	LC + CWs	22.07.21
Surface transmission of Covid-19	Provide adequate hand cleansing stations. Provide hand sanitiser for the occasions when people can't wash their hands.	At entry, exit and before receiving communion		
	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.	Cleaning rota	EH	

	Consider hygiene around shared items such as Bibles, prayer and hymn books that are used by multiple people.	Quarantine between services		
	Cordon off or remove from public access any devotional objects or items (if they are liable to be touched or closely breathed on).	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.	To be implemented (vestry bin)	LC	
Visitors are unclear on requirements for attending church or visiting the building for other purposes, or anxious about attending.	Display an NHS Track and Trace QR code, record names and telephone number of those not using this system	CW/Sidesperson to manage Ask for details from visitors		
	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.	Current practice applies Checked/updated weekly	LC	Ongoing
	Consider if a booking system is needed.	Not required	PCC	20.07.21
	Provide welcoming notices that outline safety measures.	Update required	LC	23.07.21 LC
Cleaning the church after known exposure to someone with Coronavirus symptoms	If possible close the church building for 48 hours with no access permitted.	Current practice applies		
	If 48-hour closure is not possible then follow Public Health England guidance on cleaning in non-healthcare settings.	Public Health England guidance available here.		
	If the building has been quarantined for 48 hours, then carry out cleaning as per the normal advice on cleaning.	Current practice applies		