

St Bartholomews & St Chads (Thurstston & Irby)

RA No. RA 10	Date: March 2021	Description & Address/location/premises: During the COVID 19 Pandemic for the use of St Chads church external areas by church or affiliated groups * Note to be read in conjunction with General Risk Assessment RA 01 for other hazards and any covid guidance issued from a “user group’s” parent body on outdoor gatherings	Review date:	August 2021
Manager/supervisor:			Persons at risk: CS - Church Staff, V - Visitors UG - User groups, GP - General public C - Children, Con - Contractors/cleaners	
Assessor/s:	Malcolm Studholme CMIOSH			

Hazards	Who might be harmed and how?	Existing controls (Suggested)	L C R			Further action necessary	L C R			Action by whom	Action by when	Done
			L	C	R		L	C	R			
Preparation of external areas of church for activities	UG - User group leaders & helpers could be exposed to infection from person/s or surfaces	Group leaders/representatives to draw up infection controls, to train themselves and support volunteers and others in procedures for area chosen. (Car Park or Rear Garden or Both). Maximum number of people to be defined in line with current government advice All defined contact areas to be sanitised prior to use (chairs, tables, equipment etc.) Preferably a One-way system with single entry point and separate exit with appropriate signage signage (for Rear Garden this would mean entry from the gate nearest to Roslin Rd and departure from the gate nearest to the Village Hall) Alternatively, if a single point of entry is chosen a system with enough people to control persons entering and exiting be adopted thus managing social distancing with appropriate signage	3	3	9	Second person with confirmation list (to be drawn up) confirming that all measures have been carried out Person appointed to monitor car park arrangements including drop off/pick up to maintain social distancing	3	3	9			

Hazards	Who might be harmed and how?	Existing controls (Suggested)	L	C	R	Further action necessary	L	C	R	Action by whom	Action by when	Done
Preparation of external areas of church for activities (cont.)	UG - User group leaders could be exposed to infection from person/s or surfaces	<p>Use of toilet (disabled one only) in emergency – This to be accompanied with a control marshal maintaining social distancing. Sanitiser and bins to be available at entry/exit point to toilet</p> <p>Hand sanitiser, disposable gloves, face masks placed at entry point (provided by the User group)</p> <p>Sanitiser and disposal bins (provided by the User group) placed at entry, contact areas & at exit</p> <p>All accessible areas to be cleared of loose materials, etc.</p> <p>Non-use areas to be screened off including public walkways</p> <p>Awareness of prior medical conditions to be sought</p> <p>Recording method for contacting those entering building for tracking purposes in place and manned by responsible, trained person</p> <p>First -aider to be available with appropriate PPE to administer F-Aid if required</p> <p>Adequate signage reminding people of Covid requirements</p> <p>For children's groups, guidelines and drop -off/pick - up points to be discussed with parents so children can be briefed beforehand</p>	3	3	9	<p>Instructions for track and trace monitoring reporting to be drawn up</p> <p>Consent forms to be in place where required</p>	3	3	9			

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Use of defined external areas of church for activities	C – Children could be exposed to infection from person/s or surfaces UG - User group leaders could be exposed to infection from person/s or surfaces V - visitors to be exposed to infection from others	Users to be questioned on arrival as to their current and previous medical status including Covid Current contact details to be logged for children/users who might fall ill or need medical attention Shared equipment and contact surfaces to be sanitised before and after use Water, drinks etc, to be personal to the individual and not shared Where social distancing cannot be maintained PPE requirement to be assessed & masks to be worn	3	3	9	Numbers to be regularly monitored Contact details to be confirmed on arrival	2	3	6			
Trips, falls minor injuries	C, UG, V – minor injuries during activities	First -aider in attendance with access to a charged mobile phone	2	3	6	Updating of certificate and restocking of F-aid kit	2	3	6			
Fire	C, UG, V – In the unlikely event of a building fire attendees could suffer from smoke inhalation/ burns.	Fire evacuation procedures displayed and attendees briefed at each event. Exits clearly marked and kept clear at all times. Waste bins emptied after event.	2	4	8	The group leader/organiser to ensure that fire rules are displayed and followed,	1	4	4			

Review date: 04-08-2021

Risk assessment carried out by: M Studholme

Approved by: E.Jane Turner

Key: Multiply **Likelihood** by **Consequence** to obtain risk rating

Likelihood

- 1. Rare
- 2. Unlikely
- 3. Possible
- 4. Likely
- 5. Certain

Consequence

- 1. Insignificant
- 2. Minor (no lost Time)
- 3. Injury (Over 3/7 day)
- 4. Major
- 5. Fatal

Risk Rating

- 1 - 4 = Grey, acceptable risk, regular review.
- 5 - 12 = White, manageable risk, action required.
- 15 - 25 = Black serious risk, immediate action required.

		Consequence				
		1	2	3	4	5
Likelihood	5					
	4					
	3					
	2					
	1					