

## Coronavirus Risk Assessment for Discovery and Focus at Binscombe Church

<b>Setting:</b> Discovery (11-14s) and Focus (14-18s) Group meeting at Barnes Road	<b>Assessor's name:</b> Anna Rossiter	<b>Date completed:</b> 10 <sup>th</sup> September 2020	<b>Review date:</b> 23 <sup>rd</sup> October 2020
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Based on Government Guidance for Out of School Settings published on 1/7/20 and updated on 20/08/20.

<https://www.gov.uk/government/publications/protective-measures-for-holiday-or-after-school-clubs-and-other-out-of-school-settings-for-children-during-the-coronavirus-covid-19-outbreak/protective-measures-for-out-of-school-settings-during-the-coronavirus-covid-19-outbreak>

<b>Risk:</b>	<b>Coronavirus entering the premises and potentially infecting users of the building, particularly by children who touch surfaces and are less able to social distance</b>
<b>Persons at risk</b>	All attendees

Control Measures	Control in place (Y/N)	Person Responsible	Comments
1. Ask everyone symptomatic not to attend.		AR	
2. All attendees asked to follow government guidance on self-isolation after symptoms and/or positive test/contact tracing/returning from foreign travel.		AR	
3. Leaders and young people to use hand sanitiser on entry.		AR	
4. Social distancing measures to be maintained where possible, including arrival and departure at the venue.		Parents	Parents given info on where to wait to drop off/pick up
5. Parents not to enter main building. On pick up, young people brought to the door household by household to handover to parent.		Parents / Leaders	
6. Parents encouraged to limit the number of settings their child attends, particularly if they are from a different locality.		Parents	

<b>Risk:</b>	<b>Transmission of Coronavirus to an individual direct from infected person</b>
<b>Persons at risk</b>	All attendees

<b>Control Measures</b>	<b>Control in place (Y/N)</b>	<b>Person Responsible</b>	<b>Comments</b>
1. Parents asked to drop off and pick up children while maintaining social distancing from other families.		Parents	Give info to parents in advance
2. Bubbles* to use different drop off/pick up locations to minimise contact between bubbles.		AR	*If running two bubbles on same eve. Bubble A: Main door Bubble B: Lower hall door [then alternate weeks]
3. No physical contact between persons from different households, unless there is an emergency.		AR	AR to include in info given to parents
4. If the young person needs first aid, the leader is to wear appropriate PPE (minimum gloves and mask)		AR	AR to check first aid supplies
5. A system of flow through building to avoid pinch points.		AR	One way system from lounge to hall.
6. Young people to remain in consistent 'bubbles' of 15 young people.		AR	If running two bubbles on same eve, one bubble will use the lower hall and one will use the main hall.
7. Social distancing encouraged amongst the young people.		AR	
8. Seating arrangements and activities adapted for social distancing.		AR	No contact games. Sofas just for one household.
9. No singing/raised voices during sessions.		AR	
10. All encouraged to 'catch it, bin it, kill it' to ensure good respiratory hygiene.		AR	
11. After sneezing/coughing/touching face or using the toilet young people encouraged to use hand sanitiser.		AR	

<b>Control Measures</b>	<b>Control in place (Y/N)</b>	<b>Person Responsible</b>	<b>Comments</b>
12. Main hall, lounge, lower hall and toilets to be well ventilated with doors and windows (where applicable) opened in advance.		AR	
13. A register to be kept of young people and leaders in attendance.		AR	
14. Leaders to maintain good personal hygiene with frequent handwashing.		Leaders	
15. Tissues and bins available in each room.		AR	Rubbish to be removed at the end of the session
16. Hand sanitiser available in each space.		AR	

<b>Risk:</b>	<b>Transmission of Coronavirus to an individual via a contaminated surface/item (excluding toilet facilities)</b>
<b>Persons at risk</b>	All attendees

<b>Control Measures</b>	<b>Control in place (Y/N)</b>	<b>Person Responsible</b>	<b>Comments</b>
1. Doors kept open where possible to reduce contact with door handles (unless it isn't appropriate for fire safety or to contain children)		AR	
2. Cleaning of surfaces likely to be touched regularly with appropriate sanitiser wipes both before and after sessions.		Leaders	
3. No serving of drinks, young people encouraged to bring a water bottle. Refreshments to be served with tongs (after first sanitising their hands).		Leaders	
4. Shared equipment to be kept to a minimum. If playing a game where touching the same thing is required, children to sanitise their hands before and after the game.		AR	
5. Table football handles/table tennis bats/wii handsets/snooker cues to be wiped in between games		Leader in lounge	
6. Use of furniture such as tables/chairs to be kept to a minimum and wiped down afterwards.		AR	Soft furnishing to be quarantined for 72 hours or covered

<b>Risk:</b>	<b>Transmission of Coronavirus to an individual via toilet facilities</b>
<b>Persons at risk</b>	All attendees who use the toilet

<b>Control Measures</b>	<b>Control in place (Y/N)</b>	<b>Person Responsible</b>	<b>Comments</b>
1. One young person to use the toilet facilities at a time.		AR/leaders	Signs on door
2. Young people to be reminded of the need to thoroughly wash their hands after using the toilet.		Leaders	Sign by sink

## Review/Revision Record

Date of Review	Confirmed by	Comments

I have read the risk assessment and understand and accept its contents form part of my job role. I will keep myself informed of any changes		
Staff Member Name (Print)	Signature	Date
Anna Rossiter		24/09/2020