

## Coronavirus Risk Assessment for Life Groups at Binscombe Church

<b>Setting:</b> Binscombe Church Life Groups	<b>Assessor's name:</b> Pete Hitchcock, Anna Rossiter, Sarah Shelley	<b>Date completed:</b> 16 <sup>th</sup> September	<b>Review date:</b> 26 <sup>th</sup> October
---	---	--	---

<b>Risk:</b>	<b>Coronavirus entering the premises and potentially infecting users of the building through airborne transmission</b>
<b>Persons at risk</b>	All Life Group attendees

Control Measures	Control in place (Y/N)	Person Responsible	Timescale for completion Additional Comments
1. Ask everyone symptomatic not to attend.		P Hitchcock	
2. All attendees asked to follow government guidance on self-isolation after symptoms and/or positive test/contact tracing/returning from foreign travel.		P Hitchcock	
3. Everyone to use hand sanitiser on entry to the building		LG leader	Each entrance will have hand sanitiser available: main door, fire door in Lower Hall, side door in Lounge
4. Adults must wear face masks, in accordance with current government guidelines, unless there is a specific reason not to.		LG leader	
5. Social distancing measures, as per government guidelines, to be maintained, including arrival and departure at the venue.		LG leader	
6. Life Group leader to keep a register to who comes to the group each week. Everyone will be aware that Binscombe Church will give their contact details to the Government 'test and trace' scheme, if needed.		LG leader	

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

Control Measures	Control in place (Y/N)	Person Responsible	Comments
1. Social distancing, in accordance with current government guidelines, to be maintained at all times, including when entering and leaving the building.		LG leader	
2. Life Groups divide in to groups of up to 6 people for discussion, including people from the same household, and children) Participants may not mingle with other groups, even if they are in the same Life Group.		LG leader	
3. All individuals who fall into the vulnerable categories will be encouraged to review government guidelines before attending.		P Hitchcock LG leader	
4. Seating arrangements adapted for social distancing, with chairs at least 2m apart.		LG leader	
5. No physical contact between persons from different households/bubbles, unless there is an emergency.		LG leader	
6. A system of flow through building clearly marked to avoid pinch points.		LG leader	If more than one LG meets in church at the same time, each group will use a different entrance/exit
7. People to leave the building within 10 minutes of the end of the Life Group.		LG leader	
8. Building to be well ventilated with windows opened in advance.		LG leader	
9. Life Group leader to keep a register to who comes to the group each week. Everyone will be aware that Binscombe Church will give their contact details to the Government 'test and trace' scheme, if needed.		LG leader	

<b>Control Measures</b>	<b>Control in place (Y/N)</b>	<b>Person Responsible</b>	<b>Comments</b>
10. No access to kitchen, except in an emergency (First Aid kit in kitchen cupboard)		LG leader	

<b>Risk:</b>	<b>Transmission of Coronavirus to an individual via touching a contaminated surface/item (excluding toilet facilities)</b>
<b>Persons at risk</b>	All Life Group 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		LG leader	
2. Life Group leaders to be responsible for cleaning the areas that they have used, with appropriate anti-bacterial wipes, as provided by Binscombe Church.		LG leader	
3. Please only use plastic chairs, which can then be wiped down afterwards (Cloth chairs need to be quarantined for 72 hours, so please avoid using these)		LG leader	Plastic chairs found in Lower Hall
4. No serving of food and drink. Life Group members to bring their own refreshments.		LG leader	
5. No distribution of Bibles or other books. These to be removed from public areas. Display material will also be removed.		Staff team	
6. In the event of someone with coronavirus having attended, the church will be closed until it has been cleaned according to the PHE guidance in non-healthcare settings.		Staff team/ J Hammond	

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

<b>Control Measures</b>	<b>Control in place (Y/N)</b>	<b>Person Responsible</b>	<b>Comments</b>
1. People encouraged to use the toilet at home before they come.		LG Leader	
2. Ensure an adequate supply of soap and disposable hand towels, and a bin for towels, are available.		J Richards	
3. Have anti-bacterial wipes available in toilets if people want to wipe down touch points.		J Richards	
4. Encourage only one household in each toilet at any time; have main door slightly open, and encourage people to check by calling into the toilet to see if it is free! Queue for toilets in the foyer to give space. Display signs to indicate this		S Shelley	

<b>Risk:</b>	<b>Transmission of Coronavirus to an individual via contaminated waste</b>
<b>Persons at risk</b>	All Life Group attendees

<b>Control Measures</b>	<b>Control in place (Y/N)</b>	<b>Person Responsible</b>	<b>Comments</b>
1. Everyone asked to take waste home with them.		LG leader	