

## Coronavirus Risk Assessment for Community Carols in Binscombe Church Car Park

<b>Setting:</b> Outdoor Carol Service in church car park	<b>Assessor's name:</b> Anna Rossiter	<b>Date completed:</b> 8 <sup>th</sup> December 2020	<b>Review date:</b> 15 <sup>th</sup> December 2020
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Based on Government Guidance for safe use of places of worship updated on 01/12/20.

<https://www.gov.uk/government/publications/covid-19-guidance-for-the-safe-use-of-places-of-worship-during-the-pandemic-from-4-july/covid-19-guidance-for-the-safe-use-of-places-of-worship-from-2-december>

<b>Risk:</b>	<b>An individual infected with Coronavirus entering the premises and potentially infecting others in attendance</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. Ask everyone symptomatic not to attend.		PH	In emails beforehand. Posters at entrance.
2. All attendees asked to follow government guidance on self-isolation after symptoms and/or positive test/contact tracing/returning from foreign travel.		PH	In emails beforehand.
3. All those involved in running the event (stewards, band, tech support etc) to frequently hand sanitise.		AR	Hand sanitiser available
4. Social distancing measures to be maintained during arrival at the venue.		Stewards	Posters at entrance to advise social distancing. Multiple stewards available to direct. One gate only. QR codes for test and trace displayed in various places. Stewards to take QR code for songwords to each pod for them to scan to avoid jam at entrance.
5. Social distancing measures to be maintained during the service, including amongst musicians and staff.		PH / Stewards	Designated pods for each household to be drawn on the floor with chalk paint. The edge of each pod to be 2m away from the next pod. Those from different

<b>Control Measures</b>	<b>Control in place (Y/N)</b>	<b>Person Responsible</b>	<b>Comments</b>
			households will need to be in separate pods, unless in a support bubble. Service leader and stewards to remind people to stay in their pods.
6. Social distancing measures to be maintained during departure from the venue.		Stewards	Both gates open? Service leader to make it clear that pods need to remain where they are until stewards ask them to leave.
7. Those from different households can only mingle as part of a group of six. Once people are in their pods they are asked to stay where they are – this will reduce the likelihood of people mingling with more than 6.		Stewards/PH	
8. No physical contact between persons from different households/bubbles, unless there is an emergency and first aid needs to be given.		Stewards/first aider	First aider would wear appropriate PPE (minimum gloves and mask)
9. Entry to the building restricted to those involved in running the event and those who need to use the toilets. Face coverings will need to be worn inside and hand sanitiser used on entry.		Steward at side door?	Steward to monitor numbers going in to the toilet. Masks available for those who need them to go inside for the toilet.
10. Attendees are allowed to sing, so long as 2m distance is kept from anyone outside their household/bubble.			
11. Stewards will be aware of max capacity of the car park, according to the number of pods. Once the pods are full, stewards will not let more attendees enter the car park.		Stewards	
12. NHS Test and Trace QR displayed for people to scan.		Stewards	Available in multiple places to avoid jam at entrance.
13. Face masks are not mandatory in an outdoor setting, but those who wish to wear one should feel free to.			Stewards to wear face coverings/visors.

<b>Risk:</b>	<b>Transmission of Coronavirus to an individual via a contaminated surface/item (including 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		Stewards	
2. Those attending the service do not need to touch anything as they come in.		Stewards	
3. On leaving, a book and tracts will be available by the exit to take away. These will be laid out in such a way that individuals will only touch one.		Stewards	Books/tracts to be laid out by steward who has just sanitised their hands. Table to be sanitised afterwards.
4. One household to use toilet facilities at a time.		Steward on side door	
5. Individuals encouraged to wipe down touch points in toilet after use.		AR	Posters displayed in toilet and wipes available.

**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