

## Coronavirus Risk Assessment for Service for Families in Binscombe Church Car Park

<b>Setting:</b> Outdoor Service for Families in church car park	<b>Assessor's name:</b> Anna Rossiter, Pete Hitchcock, Sarah Shelley, Julia Hammond	<b>Date completed:</b> 4 <sup>th</sup> March 2021	<b>Review date:</b> 22 <sup>nd</sup> March 2021
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Based on Government Guidance for safe use of places of worship updated on 19/01/21.

<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

Control Measures	Control in place (Y/N)	Person Responsible	Comments
1. Ask everyone symptomatic not to attend.	Y	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.	Y	PH	In emails beforehand.
3. All those involved in running the event (stewards, band, service leaders etc) to frequently hand sanitise.	Y	AR	Hand sanitiser available
4. Social distancing measures to be maintained during arrival at the venue.	Y	Stewards	Posters at entrance to advise social distancing. Multiple stewards available to direct at both entrances (top gate and entrance from car parking). QR codes for test and trace displayed in various places.
5. Social distancing measures to be maintained during the service, including amongst musicians and staff. Households to remain in their designated pod throughout the service, unless collecting a resource or going to the toilet.	Y	PH / Stewards	Designated pods (1.5m by 2m) 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 households will need to be in separate

Control Measures	Control in place (Y/N)	Person Responsible	Comments
			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. Mingling: March 21 <sup>st</sup> and 28 <sup>th</sup> no mingling outside of household group. April 4 <sup>th</sup> and 11 <sup>th</sup> mingling in group of six/two households allowed.		Stewards/PH	Be clear about rules in emails beforehand and in notices from the front. Once mingling is allowed we could give specific time in the service and match two pods up together?
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. Singing will be led from the front, but the congregation will not be encouraged to sing.			Action songs.
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. A register will also be taken.		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 at their own discretion and certainly when within 1m+ of attendees.

<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. If any resources are necessary in the service, they will be laid out in such a way that people can pick them up and only touch their set.		Stewards	Resources laid out by someone with clean hands. Table and resources to be sanitised afterwards, or quarantined for 72 hours.
4. One household to use toilet facilities at a time.		Steward on side door	Only two toilets available for use (gents and disabled access).
5. Individuals encouraged to wipe down touch points in toilet after use.		AR	Posters displayed in toilet and wipes available.

<b>Risk:</b>	<b>Safety of those attending, particularly children, given proximity to road/car park</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. Cars to only enter car park by bottom gate and to park down the side of church.		PH Stewards	Explain in email beforehand.
2. Car parking area cordoned off by chairs/tape.		Stewards	
3. Children to remain under the supervision of their parents at all time. Try to avoid putting those with smaller children near the exits/car park.		Stewards Parents	
4. Top gate to be for pedestrians only throughout the service. Steward to monitor this.		Set up team	Prop gate partly open.
5. Once car park is full, people encouraged to park in surrounding roads.		PH Stewards	Explain in email beforehand (with suggestion to park two minutes walk away). Stewards to explain on the day.
6. Grass area to be cleared of any rubbish and excrement.		Stewards	
7. Exit of cars from car park to be managed by stewards		Car park steward	All households to have returned to cars before cars start reversing to leave.

## 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		
Pete Hitchcock		
Julia Hammond		
Sarah Shelley		