St Paul’s Church

**COVID-19 Risk Assessment Template**

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| **Group:** All children and youth groups at 10:45am Sunday family services: Sparklers (3-7 years old), Shine (8-10) and Infinity (11 plus). **Indoors group activities.** | **Site: St Paul’s Church, Boundary Road, West Bridgford** |
| **People at Risk:** Members of congregation and wider community if infection takes place during the service. | **Additional Information:** Penny Carrier (Children, Families and Youth Ministry Worker) is primarily responsible for the operation of this Risk Assessment. |
| **Contact Person:**  Charles George  **Job Title:** Church Warden | **Review Date:** 16 November after first indoor session |

**Risk Evaluation**

| **Hazard**  | **Risk** | **Initial Rating****(L/M/H)** | **Control Measures** | **Final Rating****(L/M/H)** | **Additional Action Required (action by whom and completion date)** |
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| **What’s the hazard?** | **What is the risk of harm?** | **Is this risk Low, Medium or High?** | **What measures will you put in place to reduce the risk identified?** | **How has the rating changed as a result?** | **What else can you do to minimise risk?** |
| Social Distancing and touching common surfaces | Infection from COVID-19 | M | Sanitiser provided for all worshippers. The C&YP will also apply sanitisers when settling in their groups in the halls and when returning to the church for the sharing and collective blessing at the end of the service. See main RA but those aged over 11 to wear face coverings at all times in church. | L | Leaders to actively encourage hand washing and sanitising. |
|  |  | M | The family groups will sit on their own blankets in an area at the front of the church or on the front row; separate from the rest of the congregation. They will remain there as part of the welcome. No more than 10 minutes. Being in church is what the C&YP remember and expect. This will help them to feel comfortable and feel welcome. |  L | We believe there is space for at least 7 family groups socially distanced. Based upon anticipated numbers this should be adequate and safe.  |
|  |  | L | The C&YP will leave through the main church doors and into their halls. This set route will be used for the return to join the service referred to above. |  L | This will be done in an orderly fashion to avoid a pinch point by the door. Parents/guardians remaining in church will use the front row of chairs (left empty for them); remaining separate from the congregation. |
|  |  | L | Outdoor activities will remain our first option (see separate Risk Assessment), however, with the cold weather approaching we need an indoor option. As part of this option young people may go outside for a shorter period e.g. hide and seek activity or for collecting things from the garden etc.Indoor activities will take place in the two halls. Sparklers in Hall 1 and Shine and Infinity merging as one bubble in Hall 2. Windows and doors to be open to allow for ventilation. Young people to sit on the floor, socially distanced. They will hand sanitise whilst settling into the halls and before they return. Young people over 11 to wear face masks in halls.  |  L | Set up will commence by a designated team from about 9:15am. We will need to minimise noise levels bearing in mind the 9am will be taking place? |
|  |  | M | The sessions will last no more than 40 minutes with the same theme across all groups. |  L |  |
|  |  | M | The same leaders are set for each of the 2 age group bubbles. |  L | Penny Carrier will ensure there is no cross over of leaders and will monitor availability which is essential for the groups to meet at the services. |
|  |  | M | In line with guidance, the 2 age group bubbles will be limited to a maximum 15 each. We believe the likely numbers will be at a safe level for the leaders to cope with. |  L | In practice, but subject to monitoring by Penny Carrier, we anticipate significantly less than that. Maximum numbers at present (assuming all attend which is unlikely) is 9 for Sparklers, 6 for Shine and 9 for Infinity. Should numbers prove to be higher than anticipated consideration to be given to booking on-line, |
|  |  | M | Leaders to socially distance wherever possible.  |  L | As leaders are in effect leading a services, they do not need to wear a face covering unless they choose to do so. Plainly leaders will have face coverings with them and they will be worn when in church.  |
|  |  | M | Young people will have their own resources to avoid any sharing/handling of materials or equipment. They will have their own named pencil case and wallet with contents. |  L | To mitigate further, Penny Carrier will ensure the personal wallets etc will be kept at church. Any additional resources for a Sunday will be safely placed in the young person’s pack prior to the Sunday.  |
|  |  |  | The C&YP will remain in their group while away from the main service. However, to access the toilets they will go into hall 1 from where, as supervised, they can either us the toilets off hall 1 or the disabled toilet in the foyer. |  |  |
|  |  | L | Pre-schoolers (0-3): These currently require one parent carer to be with them as we cannot provide a creche. They cannot form part of the 3 age group bubbles. They will either stay in the service or if one family they could use the lounge. |  L | Penny Carrier will monitor on the day. Now 5 children fall into this category. |
| Falling ill during session | Risk of Covid transmission | L | If a child falls ill during the session with suspected coronavirus symptoms, they must be isolated in the lounge. Consider opening windows for ventilation if not already. Parents/carers collected from the church to take child home to be isolated in line with NHS guidance. The lounge and any other areas where the child have been should be thoroughly cleaned using appropriate PPE, which should be disposed of. Parents/carer and child should be invited to be tested and to inform Penny Carrier as to the result. Need to self-isolate for all those in the bubble pending test results.  |  L | Young church leadersChurch wardens: Consideration to contacting PHE if any other cases detected within the setting. Also liaise with Willow to consider whether there needs to be a closure of the whole setting (the halls and lounge), although where settings are observing guidance on infection prevention and control this may not be necessary. |
| Touch point | Risk of Covid transmission |  M | At the end of the session both of the halls touch point to be sanitised |  L | Penny and young church leaders  |
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