

COVID-19 RISK ASSESSMENT

CHURCH NAME: CHRISTCHURCH BELFAST

Activity:	Sunday Morning Church Service
Description (including assumptions made for risk assessment):	<p>Gathering of Christchurch Belfast staff, members, attendees and members of the public for regular Sunday Morning worship service in the worship building at Belfast Bible College.</p> <p>Assumptions:</p> <ul style="list-style-type: none"> - Current maximum attendance is 35 (based on Bible College Risk Assessment) - not including sound desk / speakers - No Sunday Live / Bible Class (if children attend they will stay in the main service, seated with their own household) - No refreshments will be provided before or after the service. - Communion (Not planned initially - risk assessment will be reviewed once this is introduced) - Service will meet both physically at the Bible College as well as streamed via Zoom for those who want to participate from home. - When "Attendees" are mentioned below this includes all those present including leaders/speakers etc.

Assessment date:	28/9/2020
New review due:	6/12/2020

Assessor(s):	J Millar
Reviewer(s):	M Agnew, A Morrell, S McVittie, S Gilmore

Hazard category	Ref.	Hazard description	Who might be harmed	Existing controls	Acceptable (Y/N)	Further actions			
						Description	Owner	Target date	Done
Infected person attending event	1.1	Person infected with COVID-19 attends meeting, risking infecting other attendees	Attendees	<p>Potential attendees reminded to follow government guidance to self-isolate if displaying symptoms (high temperature, continuous cough, lost / altered sense of taste / smell) or if a member of their household is displaying symptoms.</p> <p>Anyone taken ill with COVID-19 symptoms during event to be isolated, asked to go home, and advised to follow government advice and seek a test.</p>	Y	Signage should be displayed asking those with COVID symptoms not to enter	JW		
Infected person attending event	1.2	Person attending meeting tests positive for COVID within 10 days of event	Attendees	All attendees requested to notify Jackie Whyte on 07815862650 as soon as possible after testing positive.	Y				

Physical contact between persons	2.1	Physical contact takes place between attendees from different households, increasing risk of virus transmission.	Attendees	Attendees encouraged to practice social distancing and discouraged from physical contact with those from different households (e.g. hugging / shaking hands). Seating arranged so 1.5m distance between attendees / households. Hand Sanitiser stations have been installed by the Bible College at entrance to the worship centre and CCB have permission to use.	Y				
Social distancing	3.1	Attendees do not or are unable to socially distance on arrival at church, when using toilet facilities, when departing church, in kitchen area.	Attendees	Attendees will be led to their seats by an usher and advised when to depart after the service. Toilets available for use before or after service. Only those from the same household will be permitted at the same time. Those queueing for toilet will be asked to queue around to the right at 2m distance between households. Use of kitchen area is not permitted. A small number of bottles of water will be provided should it be needed during the service.	Y	Signage to be provided on toilet door explaining one household at a time	JW		
Social distancing	3.2	Once seated attendees, and in particular, children, may need to leave the worship centre during the service risking closer contact with others not in their household.		We will discourage leaving the worship room once seated unless absolutely necessary. If this does happen those leaving should do so quickly and continue to wear their mask until outside the building.	Y				
Airborne transmission	4.1	Transmission of COVID-19 through airborne particles due to close proximity of or conversation between attendees	Attendees	Attendees requested to wear a mask unless they are exempt. Disposable masks to be available for those who forget to bring one. Social distancing to be encouraged. Seating arranged so 1.5m distance between attendees / households. Sensible hygiene to be observed (covering mouth and nose when sneezing, using tissues and disposing immediately)	Y				
Airborne transmission	4.2	Transmission of COVID-19 through airborne particles due to poor ventilation	Attendees	High windows to be kept open before and during service to assist with ventilation. Doors to be propped open prior to and after service	Y				

Airborne transmission	4.3	Transmission of COVID-19 through airborne particles due to congregational singing	Attendees	<p>No congregational singing is planned at present. Risk assessment will be updated with appropriate controls if this is introduced in the future.</p> <p>Attendees will be requested not to sing if present in the worship centre.</p>	Y				
Airborne transmission	4.4	Transmission of COVID-19 through airborne particles projected by speakers / singers at the front	Attendees	<p>Speakers / worship leaders positioned at least 2m from the congregation and each other.</p> <p>Leaders at front to wear mask at all times except when needed to speak to congregation (e.g. leading prayer, preaching etc.).</p>	Y				
Airborne transmission	4.5	Potential risk faced by on-site participants and ushers	On-site participants and ushers	<p>Participants and ushers reminded to practice social distancing and wear masks at all times (except when speaking at microphone). Hand sanitiser will be provided at front for participants to use.</p> <p>Number of ushers will be appropriate to allow social distancing and hand sanitiser available to use at entrance.</p> <p>Onsite leaders/speakers and ushers will have temperature checked on arrival.</p>	Y				
Surface Transmission	5.1	Transmission of COVID-19 through touching shared equipment (e.g. microphones, musical instruments)	Attendees	<p>Where possible equipment to be only used by one designated person.</p> <p>Microphones to be fixed in stands and where shared they should not be touched by participants.</p> <p>Sanitising materials to be made available for A/V team.</p>	Y				
Surface Transmission	5.2	Transmission of COVID-19 through passing offering bag	Attendees	<p>Baskets will be available at the door for cash offering. Those counting the offering will use disposable gloves and keep contact with cash to a minimum.</p> <p>Attendees to be encouraged to continue giving via non contact methods (e.g. online through Churchsuite or bank transfer)</p>	Y				
Surface Transmission	5.3	Transmission of COVID-19 through shared food / drink	Attendees	We will not be providing refreshments.	Y				

Surface Transmission	5.4	Transmission of COVID-19 via high contact surfaces (door handles, light switches, surfaces in toilets)	Attendees and Bible College users	High contact surfaces to be sanitised with fogging machine after the service. If fogging machine is not available cleaning will be done by hand (disposable gloves and masks to be worn). Cleaning materials to be provided in toilets and attendees asked to wipe down any surfaces they touch.	Y				
Surface Transmission	5.5	Transmission of COVID-19 via passing communion elements between attendees	Attendees	No planned communion during initial weeks of meeting. Risk assessment will be updated prior to communion taking place.	Y				
Surface Transmission	5.6	Transmission of COVID-19 via contamination of furniture (chairs, lecterns etc.)	Attendees and Bible College users	Surfaces to be sanitised with fogging machine following the service. If fogging machine is not available cleaning will be done by hand (disposable gloves and masks to be worn).	Y				
Surface Transmission	5.7	Transmission of COVID-19 via attendees personal belongings or waste (including incorrect disposal of used face masks)	Attendees and Bible College users	No personal belongings to be left behind in worship centre. If these are they will be placed in a sealed bag and container using gloves and quarantined. Personal belongings not to be passed/shared between households. We will empty waste bins after the service. Face masks to be worn until outside the building. A waste bin will be provided outdoors for disposal of single use face masks and this will be emptied once all have departed.	Y	College advice to be sought on disposal of waste.	JW		
Transmission to the clinically vulnerable	6.1	Transmission of COVID-19 to those who are clinically vulnerable	Clinically vulnerable attendees	Potential attendees reminded to follow government guidance if in high-risk / shielding categories and encouraged to participate via digital streaming. High-risk volunteers will not be asked to lead or serve in person.	Y				
Wider outbreak in community	7.1	COVID-19 case at event leads to potential wider outbreak in the community	Attendees and wider community	List of attendees kept to enable Track and Trace. Ushers will have list of those who have booked to attend and keep record of those who arrive. If visitor arrives and there is capacity they will record contact details.	Y	Privacy statement to be available for potential visitors.			
Wider outbreak in community	7.2	Increase in 'R' rate / resurgence of local outbreaks increases base line risk of exposure at service	Attendees and wider community	Local / Regional Government guidance and restrictions to be monitored regularly and in-person meeting together to be cancelled in line with applicable guidance/restrictions.	Y				
Wider outbreak in community	7.3	Confirmed case at Bible College campus increases risk of contamination of worship centre	Attendees	Request notification from bible college if this is ever the case so appropriate measures can be taken if necessary (e.g. cancelling 'in-person' meeting)	Y				

Operational issues	8.1	Number of attendees exceeds safe capacity of worship centre (35 not including speakers/sound desk operators) with the result that 1.5m seated distancing cannot be maintained	Attendees	Advance booking system to be set up using Churchsuite so attendees can indicate they plan to attend. Attendance will be capped in line with risk assessment.	Y				
Operational issues	8.2	Not knowing how many families / individuals attending leads to chairs being moved around, potentially breaking social distancing	Attendees	At present attendees are asked to adhere to 1.5m distancing between seats.	Y				
Other issues	9.1	Mingling before or after service increases risk of transmission	Attendees	Attendees reminded to socially distance when arriving and departing from church service.	Y				
Other issues	9.2	Insufficient cleaning materials / sanitiser available for pre/post cleaning and hand sanitising.	Attendees	Levels of materials to be monitored so that sufficient stocks are available for Sunday mornings	Y				
Other issues	9.3	Building used less than 48+ hours prior to our service.	Attendees	Request notification from BBC if building used for any purpose between Thursday evening and Sunday morning so additional cleaning can be done if required.	Y				
Other issues	9.4	An attendee forgets to bring their own mask, leading to increased risk if not worn.	Attendees	Supply of disposable masks to be purchased and held in case this happens.	Y				