**ST JOHN’S CHURCH, DONISTHORPE**

**RISK ASSESSMENT – PRIVATE PRAYER**

**(prepared June 5th 2020)**

**As a result of this Risk Assessment the PCC of St John’s Donisthorpe has determined that the church building will be open for private prayer as from June 30th 2020 on Tuesday-Thursday 10am – 4pm of each week, and for funeral services**

This Risk Assessment is based upon guidance available as at 10th June 2020, and practice will evolve as national and diocesan guidance allows, and the current state of play regarding the Covid 19 virus.

As a PCC we aim to minimize risk, as much as is reasonably practicable in a constantly evolving situation, whilst recognizing we cannot entirely remove it. Our assessment of risk is based on

* Location - village church, with minimal visitors from beyond the village or congregation
* The demographic of our local population, recognizing that many of our congregations and those visiting church may fall into the Extremely Vulnerable and Vulnerable groups, therefore potential impact may be high.
* The prevalence, of Covid 19 in the immediate and neighbouring communities appears to be low.

Therefore our ***overall assessment of risk at this point is low/medium with controls in place***. If this changes, prevalence increases, or volunteers become unavailable then our approach will be revisited.

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| **Risk** | **Level of Risk** | **Control Measure** | **Risk after Control Measure** | **To do** |
| Lack of Social Distancing | Medium | * One way system: Enter down left aisle, depart down right aisle.
* Signs at door,
* Directional Arrows,
* Signs to remind of 2 m distance.
* No public worship or other activity to take place in church while open for private prayer
* Notice to direct to sit at front on plastic seats
 | Low | Need signs to say* follow 1 way system
* sit on plastic chairs –
* social distancing signage
* add arrows to floor
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| Infection through shared use of Prayer Corner | High | * Disinfection of surfaces in Church at opening and closing
* Notices to say visitors must use hand sanitizer on entry and on leaving the building
* No prayer leaflets, pebble pool or books to be left out
* Change fabric chairs to plastic
* Regular disinfection of prayer corner.
* Leave a few sanitizing cloths at front with notice to say if want to wipe chair down before use
* Notice to say please put your chair (where) so not sat on until sanitized.
* No-one with symptoms to come in
 | Medium to Low | * Rota agreed to do week in turn on this duty
* Notice re no entry if symptoms or vulnerable
* Notice re not touching etc
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| Infection from touching physical surfaces | Medium | * Disinfection of surfaces in Church at opening and closing
* Notices to say visitors must use hand sanitiser on entry and on leaving the building
* No prayer leaflets or books to be left out
* Direct to use only plastic chairs at front of church
* Leave a few sanitizing cloths at front with notice to say if want to wipe chair down before use
* Notice to say please put your chair (where) so not sat on until sanitized.
* All soft toys to be removed
 | Medium to low | Notices as above |

**RISK ASSESSMENT – FUNERALS**

(Approved by PCC on June 18th 2020)

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| **Risk** | **Level of Risk** | **Control Measure** | **Level of Risk after Control Measure** |
| Lack of Social Distancing | High | * One way system throughout Church, enter down left aisle, leave via right aisle, signed at door and on floor.
* No sidesmen, organist or sound system person to attend. Only minister to touch lights, heating etc. switches.
* Sign to request going straight to seat with no gathering.
* Request to remember social distancing when choosing seat.
* Alternate box pews to be taped open (effect is to close off alternate box)
* Verbal reminder of no hand shaking or contact.
* Numbers attending to be the same as at graveside or at crem (i.e. 20 at present)
* Funeral directors in attendance to help
 | Medium to Low |
| Contamination via Shared Resources and Surfaces | High | * All surfaces and pews where people will actually be directed to sit to be disinfected before and after service by minister.
* Doors to be left open during service
* No singing (as per C of E guidance) therefore no hymn books. Any hymnsheets/ service booklets to be bespoke to funeral
* Hand sanitizer dispenser at entrance.
* Minister to bring own CD player if music needed
 | Medium to Low |
| Emotional Distress  | High | * Those shielding not encouraged to attend.
* Emphasise no one with symptoms to attend
* Don’t go close to put arm round etc
 | Medium |
| Emergency Situations (ill health) | Medium | * Funeral directors to be briefed if action needed
* Emphasise no one to go to others’ assistance, but to call 111 or 999 as appropriate.
* Stay at 2m distance
 | Low |
| Emergency situation (fire) | Medium | * Follow fire evacuation procedure as at Appendix
 | Low |

**RISK ASSESSMENT: GENERAL**

**(June 6th 2020)**

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| **Risk** | **Level of risk** | **Control measure** | **Risk after control measure** |
| Infection after known exposure to someone with Coronavirus symptoms | High | * If possible close the church building for 72 hours with no access permitted.
* If 72-hour quarantine is not possible then follow Public Health England guidance on cleaning in non-healthcare settings.
* If the building has been quarantined for 72 hours, then carry out cleaning as per the normal advice on cleaning.
 | Medium |
| Infection following general use of church | Medium | * Check all cleaners are not in a vulnerable group or self-isolating.
* All cleaners provided with gloves (ideally disposable) to protect their skin from exposure to cleaning materials.
* Suitable cleaning materials provided
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| Infection from small groups meeting in church | High | * No meetings of CoffeeancChat, 3 Ts, Lunch Light or Mother’s Union at this time
* PCC meetings etc to be conducted by Zoom
 | Low |