

High Road Baptist Church

Risk assessment for re-opening the church for Sunday service

Risk has been rated on scale of 1-5, with 1 being very low risk , 3 moderate risk and 5 being a severe risk.

Risk category	Description of risk	Severity of risk	Mitigation
Travelling to church	<p>We meet at 3pm, no other churches in the vicinity meet in the afternoon.</p> <p>Most regular attendees live close to the church and walk or drive to church</p> <p>A few live further away and use public transport or a cab to travel</p>	<p>1</p> <p>2</p> <p>2/3</p>	<p>Only those who feel comfortable travelling should attend. No-one will be persuaded to attend.</p> <p>Key parts of the service will be recorded and shared, so no-one will be excluded by deciding to remain at home. Our normal discussion of passage will take place in our Tuesday evening meeting by video conference, rather than in person on Sunday.</p> <p>If traveling on public transport or by a cab appropriate personal protection should be used as directed by the transport provider.</p>
Use of building on Sunday	Contamination of building	1	<p>Anyone with any symptoms of COVID-19, or similar illness, should stay at home as per government guidance.</p> <p>Only the service will take place. The chapel will be inspected to ensure it is clean before opening.</p> <p>The private prayer session in the morning will no longer be offered.</p>
Entering and leaving the building	Front doors are potential pinch point	2	Chapel doors will be entry only between 2.45 and 3:15pm. Once in the building people will directed to find a seat and remain in it until the service is concluded, unless an emergency arises. After 3:15 the doors will be closed (and cleaned) and only used for exiting the building. If anyone leaves the building, they will not be allowed to re-enter.

			<p>If a number of individuals or bubbles arrive simultaneous they will be instructed by a designated representative of the church to queue to enter observing the 2m social distancing guidance.</p> <p>Hand sanitizer and paper towels will be provided for people to clean their hands on entry and exit. A bin with liner will be provided for the disposal of used paper towels and any single use PPE that has been worn.</p> <p>At the end of the service the doors opened by a designated representative and will be exit only immediately the service finishes. Again the designated representative will be monitoring that social distancing is observed, discouraging loitering and issuing gentle reminders if necessary. Doors will be closed and handles clean when all attendees have left. Bin liner will be tied up for disposal in dustbin and a fresh liner put in place.</p>
Layout of the church	<p>Contamination - chairs are fabric.</p> <p>Maximum capacity will be 30 seats.</p>	1	<p>Chairs will be quarantined for 72 hours after use.</p> <p>They will be set-out 2m apart in rows as per social distancing guidance. Groups of chairs will be provided for known social bubbles, again these will be laid out 2m from other seating. The chairs laid out for Sunday service will not be used at other times of the week.</p> <p>Different seating will be used when the building is open for private prayer during the week.</p> <p>Windows will be opened to increase ventilation when building is open.</p>
Greeting and interaction	Temptation to greet and interact as we did before COVID-19 risking viral spread	2	Reminders of need to greet and interact following social distancing will be issued as people enter and from the pulpit during the service.

			<p>Attendees will be asked to go directly to their chosen seat and sit down, rather than walk about greeting others.</p> <p>At end of service an announcement will be made to ask attendees to leave promptly, observing social distancing and not to loiter in the chapel, garden or pavement.</p>
Bibles	Potential contamination	1	Attendees will be encouraged to bring own bibles. Key scripture readings for the service will be projected. A limited number of church bibles will be available in the chapel and will be quarantined for 72 hours if used.
Singing	Viral spread by aerosol	3	No communal singing will take place. Hymns will be replaced by videos, individuals reciting the words of a song or reading a psalm.
Speaking	Viral spread by aerosol	2	The church has a PA system, so there will be no need for anyone to raise their voice or shout.
Offerings	Cash may be contaminated	2	<p>Most regular attendees make their offerings by bank transfer already. Banking details can be supplied if anyone else wishes to give in this way.</p> <p>Any cash offerings will be collected in a specially designated box. This will be a box with a wide opening for ease of use. The box and its contents will be quarantined for 72 hours before handling.</p>
Toilets	<p>Viral contamination if used.</p> <p>Church has two toilet blocks, each with 2 stalls.</p>	3	<p>Toilets should only be used if absolutely necessary.</p> <p>If used only one person (or two individuals from a social bubble where assistance is required to use the toilet) will be allowed enter a toilet block and will be asked clean any surfaces touched with the provided cleaner and paper towels. No-one else will be allowed to enter the block enter until cleaning is complete.</p> <p>Hand sanitizer will be available in the toilets as an alternative to using the soap dispensers.</p>

			Cloth towels have be removed and replaced with paper towels.
Illness or medical emergencies	Viral spread	3	<p>If anyone develops symptoms of COVID-19 during a service, or has any other medical emergency, the service will be immediately terminated and the attendees asked to leave the building.</p> <p>Pastor will note who attended each service and will be prepared to share this information with the government's Track and Trace team if made aware of any attendee having tested positive for COVID-19.</p> <p>First aid kit with gloves and masks will be available for use if the individual needs to be attended to while medical assistance is summoned.</p>
Food & drink	Viral spread	1 3	<p>Refreshments of drinks and biscuits will not be provided before or after service.</p> <p>Lord's table elements - we are looking at how we can safely practice this key element of our faith. We will continue to use individual cups for the wine and will pre-cut the bread into individual portions, observing hygienic guidance. Details of how to distribute the bread and wine are still being considered.</p>
Life events	Attract visitors to church, who won't be familiar with the measures we have in place.	4 3 3	<p>Baptism by immersion is a defining feature of our religious practice, but we will be following government guidance and not performing any baptisms for time being. We will monitor for any changes to guidance, then review this suspension.</p> <p>Marriages - None scheduled , but if a request is made we will follow government guidance in force at the time to conduct the ceremony.</p> <p>Funerals - We will follow the government guidance in force at time of service.</p>