

# COVID-19 Risk Assessment

Company name: Kirby-le-Soken Evangelical Church

Assessment carried out by: K Munford

Date of next review: 31-August-2021

Date assessment was carried out: 23-July-2021

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	What further action do you need to take to control the risks?	Who needs to carry out the action?	When is the action needed by?	Done
<p><b>Infection from COVID-19</b></p>	<p>Anyone attending services</p>	<p>Guidelines have been revised to reflect the new guidance from July 19<sup>th</sup> under Step 4. They are published on the noticeboard and website and will be circulated by email.</p> <p>We ask people not to attend if they have symptoms of COVID-19 but to get tested. Those who have tested positive, or have been instructed to self-isolate must not attend.</p> <p>We encourage everyone to use the hand sanitiser and to wear face coverings inside the building. Face coverings are particularly important whilst singing and in conversation with others inside.</p> <p>We have reduced the number of chairs in the church and have placed rows one metre apart to avoid becoming a crowded space.</p> <p>We will open windows to increase ventilation at all meetings.</p> <p>Sunday services will be broadcast on Skype for those unable to attend in person. An audio feed is provided to the rear hall for anyone who wishes to avoid being too close to others.</p>				

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		<p>Additional cleaning of surfaces that people regularly touch, such as handles and rails will be done after the Sunday morning service and at other times as necessary.</p> <p>Numbers will be restricted to 15 adults for Mums &amp; Toddlers and 30 for the coffee morning due to the size of the rear hall.</p> <p>Hymns and readings are projected onto the front wall to reduce the need to use shared hymn books and Bibles.</p> <p>Refreshments after the morning service will be served outside to avoid crowding indoors.</p> <p>An additional exit through the vestry will be open for the preacher and front rows.</p> <p>Food preparation and service will done by individuals wearing gloves and face coverings. We will either use table service or a served buffet for food but not a help yourself system.</p> <p>Communion will be held in the normal manner but the bread will be placed on large platters and those serving will wear face coverings.</p> <p>We will continue to display a QR code at the entrances and maintain a record of those attending which will be kept for 21 days.</p>				

More information on managing risk: [www.hse.gov.uk/simple-health-safety/risk/](http://www.hse.gov.uk/simple-health-safety/risk/)