

Teignmouth Gospel Hall

<http://www.teignmouthgospelhall.com/>

Serial No. 001

Risk Assessment: Reopening of Teignmouth Gospel Hall

Use of Gospel Hall building during partial lifting of pandemic controls

Date of Assessment: 24 July 2020

Review Date: Under constant review and will be updated when Government Guidance changes

Assessor's Name:

Peter Ellis
Grant Shorland

Assessor's Signature:



No	Risk Area	Risk	Initial Risk Rating	Action Taken	Residual Risk Rating
1	Gospel Hall Building	Ensuring that the building is fit for use after the closure period, and risk of coronavirus infection.	M	<ul style="list-style-type: none"> All useable rooms, kitchen and Toilets cleaned and water, electricity and heating supplies checked. All non used rooms (upstairs and right-hand side room) be cordoned off. Provide hand gel upon entering and when exiting the building. Persons to ensure that they follow a 2m separation as much as possible. Repeated signage and markings in place advising of social distancing requirement Signage informing of need for increased hand washing. Door handles to be wiped down by after opening and closing. 	L

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2	Car Park	Lack of social distancing by users	M	<ul style="list-style-type: none"> Car park to be monitored to ensure 50% usage. Persons can separate by time if distancing is not possible, e.g. wait for neighbouring driver to get in car before exiting 	L
3	Graveyard	Any visitors not social distancing	M	Graveyard to be closed.	L
4	Main Entrance through Gates	People not keeping appropriate distancing	H	Signage to be provided to indicate a suitable distancing	M
5	Main Entrance Doorway	Currently one door is used for both entry and exit	H	Separate entry and exit doors to be established. Entry via main door. Exit via right-hand side room. Signage will indicate this.	L
6	No designated walkway area between Main hall and side room	Difficult to ensure social distancing	H	A walk way to be established via taped off area for easy access to side room and exit area	L
7	Visitors have correct hygiene measures on entering the premises	Transmission of virus on surfaces touched by people	H	Hand sanitising stations established at entry and exit points in accordance with current Government Guidelines.	M-L
8	Seating	The way the chairs are arranged will not enable the current social distancing requirements to be met	H	<ul style="list-style-type: none"> Chairs to remain in the same positions. Some chairs to be taped thereby ensuring nobody sit on them. This will be done in a way that social distancing between each un-taped chair will be achieved. (family areas, 2+ chairs left clear of tape) Seating will be reviewed to ensure that persons sit at least 2m apart during the service. 	L
9	Hymn books and Bibles	Surface transmission of the	H	<ul style="list-style-type: none"> People to be encouraged to bring their 	L

		virus		<p>own bibles.</p> <ul style="list-style-type: none"> • If Gospel Hall books are used (either hymn books or church bibles) then they will be quarantined for 48 hours since their previous use and will be quarantined for 48 hours again after use. Items which cannot be easily cleaned will be subject to the 48-hour quarantine after use. 	
10	Singing as part of the Service	Singing greatly enhances the possibility of airborne transmission of the virus	H	In accordance with Government Guidelines no singing will take place in any services. In addition, no musical instrument will be played. Hymns can be read out by one person rather than being sung collectively.	L
11	Taking the bread and wine emblems as part of the Breaking of Bread Service	Passing bread and a goblet of wine from person to person has a great virus risk, both surface and airborne	H	<ul style="list-style-type: none"> • The bread will be prepared by one person wearing gloves and a face mask, and will be cut into several small pieces. Each pre-cut piece of bread will have its own plate and will be distributed to members during the service using gloves, and wearing a face mask. • The wine will be poured into small individual cups and distributed to members during the service, again the person distributing will have gloves and wear a facemask. • The person distributing the bread and wine will be the same person. 	M
12	Monetary Offerings	Passing a box/bag from person to person increases the virus transmission risk	H	All offerings to be placed in one box situated in the area as people exit the Hall. Only one person (Treasurer) will deal with the monies in the box. The box will be quarantined for at least 48 hours before the cash is counted and subsequently banked.	L

13	Provision of Flowers	Vase has a virus surface – transmission risk	M	No flowers to be provided by individual members	L
14	Use of Toilets	Virus surface transmission	H	<ul style="list-style-type: none"> • Everyone to be encouraged not to use the toilets. However, if the toilets are used then suitable cleaning wipes will be available to enable the user to clean the surface areas after use. • Anti bacterial soap will also be available for the washing of hands. • Signs will displayed encouraging hand washing. • Wherever possible provide paper towels. • In gents toilets advise persons that if a urinal is in use, use cubicle rather than a neighbouring urinal. 	L
15	Kitchen use	Surface transmission of the virus and lack of social distancing	M	Use of Kitchen area to be restricted to designated personnel only. Only one person permitted to be in the kitchen at any one time.	L
16	Serving Food and Drinks	Virus surface transmission and close personal contact	H	No food and drink will be served whilst the current restrictions are in place	L
17	Funeral and wedding Services	Risk of virus transmission – airborne and surface	H	In accordance with Government Guidelines a maximum of 30 people only will be allowed in the building	L
18	Store Room/Boiler Room	Virus surface transmission	M	Restricted access only	
19	Leaving the Gospel Hall at the end of a Service	Lack of required social distancing if people leave together.	H	<ul style="list-style-type: none"> • Everybody to be encouraged not to congregate and leave together. • Stewarding may be necessary. • Persons to exit the building through an alternative entrance to the one they entered through. 	L

20	Recording of Attendance	Lack of contact information to aid the NHS Test and Trace service	H	In accordance with Government Guidelines a temporary register of people attending services will be maintained. To include telephone numbers and address. The register will be destroyed after 21 days.	L
21	Lack of understanding	Coronavirus infection	M	<ul style="list-style-type: none"> • Risk assessment to be circulated to church members. • Signage and markings to be installed within the building. 	L