

Risk assessment template

Company name: Duke Street Church

Assessment carried out by: Matt Bailey

Date of next review: 1 Dec 2020

Date assessment was carried out: 19 Oct 2020

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
Virus on surfaces	All present	Cleaning of all public surfaces three times a week and before and after services Cleaning of toilets after each use	Deep clean surfaces after services and leave auditorium for min 48 hours	Cleaner, staff & visitors	Sunday 5 th July	Y
Introduction of bacteria	All present	Hand sanitiser	1m+ social distancing Ensure all use hand sanitiser on entering the building No cash giving Own Bibles preferred (clean Bibles available on	Self	Sunday 5 th July	Y

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			request – leave for 48hrs)			
Cross contamination between visitors	All	1m+ Social Distancing Buildings have been aired before and during use.	Separate 1m+ spaced seating Choose one point of entry into the church to manage flow of people and indicate this with notices, keeping emergency exits available at all times. Separate entrance and exit for guests. Put up notices to remind visitors about important safe practices Reminder from front before service starts of requirements and in confirmation email. Non-participants to wear face-coverings (except for those exempt) at all times	MB	Sunday 5 th July	Y

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			<p>Guests encouraged to leave the premises immediately after the service</p> <p>Use of anti-viral fogging machine if 48 hours break not possible.</p>			
Cross Contamination from singing	All	N/A	<p>Designated singers to 2m socially-distanced and 3m+ from congregation.</p> <p>No singing amongst congregation</p> <p>No woodwind instruments</p>	JLS	Sunday 5 th July	Y
Cross Contamination to Over 70s	Over 70s	N/A	Over 70s discouraged from attending. Not for those shielding	MB/JLS	Sunday 12 th July	Y
Cross Contamination from children	Vulnerable/compromised adults	N/A	Lower risk. Family groups permitted if sat together without mingling households	MB	July 5th	Y

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Untracked spread of COVID-19	All	Sign-In sheet	Guest sign up list NHS COVID QR Code	MB	July 5th	Y

More information on managing risk: www.hse.gov.uk/simple-health-safety/risk/