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**DAVENPORT ROAD EVANGELICAL CHURCH**

**Charity number 1077832**

**RISK ASSESSMENT FOR COVID-19**

**OR SIMILAR VIRAL OUTBREAKS**

Based on HM Government Guidance

**For all meetings indoors**

Meetings scheduled from 6th March 2022

**Covid-19 Risk Assessment**

The church trustees and leaders have a duty of care to protect people from harm. This includes taking **reasonable steps** to reduce the risk of spreading Covid-19 to those who use the building or hold church meetings at other premises. This is called a risk assessment and it will help manage risk. This risk assessment took into consideration:

* Identifying what activity or situations might facilitate transmission of the virus.
* Considering who could be at risk.
* Act to remove the activity or situation, or if this is not possible, control the risk.
* How to track incidents in an accident log book in accordance with the Health & Safety policy for the church/circuit

This assessment is based on guidance from HSE’s Working Safely during the Covid-19 Outbreak.

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| **Name of Church or location:**  Davenport Road Evangelical Church | **Assessment undertaken by:**  Stephen Titterton  Nigel Jones |
| **Address:** Davenport Road, Osmaston, Derby  **Postcode:** DE24 8AX | **Meetings/events in the building or premises:**  All |
| **Date of Initial Assessment:** 22nd February 2022 | **Assessment Review Date:** 31/1/23 |

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| **Hazards/Risks**  *Think about the areas where contact takes place* | **Additional Covid-19 Controls – Reducing Risk**  *Think of which mitigation strategy could be used in each scenario to reduce the spread of Covid-19* | **Action Plan**  *What needs to be done and by whom?* |
| **Arrival & Entrance** | Hand sanitiser available and labelled, at the entrances. | Ensure that hand sanitiser is purchased and available.  **Action By:** Elders; person who buys sanitiser; |
| **Face Coverings** | Face coverings are **optional** – but we will still encourage **some** social distancing (if space allows), with ventilation, and hand sanitiser. | Elders to communicate these changes to the congregation.  **Action By:** Elders, Risk Assessment Team, Stewards, |
| **Social Distancing** | It’s certainly a good idea to have *some* social-distancing, if space allows. Often people will choose to leave ‘one chair spaces’ between households. | Elders to communicate information to the congregation.  **Action By:** Elders, |
| **Sanitisation** | Hand-sanitiser to be available in obvious places on entry and exit (use is not mandatory). Posters up in toilets to encourage thorough hand washing. | Multiple hand sanitiser stations available.  20 second hand wash signs in toilets.  **Action By:** Elders; person who buys sanitiser; |
| **Ventilation** | Within the main room, there will be at least four windows (two each side) and one door ajar or partially open to allow air circulation, but if it is cold outside, then all doors can be closed. In other rooms the windows need to be open, as a minimum requirement, where possible. | Stewards/leaders to arrive early to open the windows and doors.  **Action By:** Stewards |
| **Toilets** | The church toilets are quite confined spaces, so we would still expect attendees to only go in “one at a time.” | “One person only” (or similar) signs outside toilets.  20 second hand wash signs in toilets.  **Action By:** Risk Assessment Team, |
| **Singing** | Singing will be allowed for all. Face coverings **optional**. Some social distancing is welcomed where possible, and some ventilation will be in place. | Elders to communicate to the congregation that mask-free singing is permitted. **Action By:** Elders |
| **Exiting** | Hand sanitiser available and labelled, at the two entrances. | Ensure that hand sanitiser is available.  **Action By:** First Aider, Risk Assessment Team |