

# Risk Assessment for Reopening the Church to the Public: Private Prayer

<b>Completed by:</b> Barbara Habayeb	<b>Date completed:</b> 12 June 2010	<b>Review date:</b> 26 June 2020
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Area of Focus	Controls required	Additional information	Actioned?	Actioned by
<b>Access to church buildings for purposes of private prayer</b>	One point of entry to the church building clearly identified to be the main door – other door is locked.		✓	BH & DS-S
	Buildings have been aired before use.	Done on 11 <sup>th</sup> & 12 <sup>th</sup> June	✓	BH
	Check for general cleanliness.	Done on 12 <sup>th</sup> June	✓	BH
	Switch on and check lighting and heating systems if needed.		✓	BH & DS-S
<b>Preparation of the Church for individual prayer</b>	All books, booklet, pamphlets have been removed.	Done on 11 <sup>th</sup> & 12 <sup>th</sup> June	✓	BH
	Candles have been removed.	Done on 11 <sup>th</sup> June	✓	BH
	Holy water stoups and the font are empty.	Checked on 11 <sup>th</sup> June	✓	BH
	Entrance door to be left open for ventilation during opening times.	Ushers have been instructed	✓	BH
	Physical distancing has been considered, markings are in place for seating, one way system is indicated.	Done on 12 <sup>th</sup> June	✓	DS-S
	Notices are clearly displayed to remind people of the important safe practices.	Done on 12 <sup>th</sup> June	✓	BH
	The church has been thoroughly cleaned.	Done on 12 <sup>th</sup> June	✓	BH
	Volunteer ushers have been ‘recruited’ and have been fully inducted on their role and procedures.	Done on 11 <sup>th</sup> & 12 <sup>th</sup> June	✓	BH
	PPE materials have been purchased. Ushers will be issued with visors, face masks and gloves. Hand sanitisers will be dispensed to visitors by the ushers.	Done on 12 <sup>th</sup> June with induction for ushers	✓	BH
	Waste receptacle placed in the church for use by ushers, have disposable liners to reduce the risk of those responsible for removing them. Black bin liners are available to ‘store’ waste before disposing.	Done on 12 <sup>th</sup> June	✓	BH



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<b>Cleaning the church before and after general use (where there is no known exposure to anyone with Coronavirus symptoms)</b>	If the church building has been closed for 72 hours between periods of being open then there is no need for cleaning.		Ongoing	BH
	High-risk surfaces and touch points have been wiped with appropriate sanitiser spray or disposable wipes.	Ushers have been instructed on how to do this.	Ongoing	BH
	Once the church has been reopened, cleaners used are not in a vulnerable group or self-isolating.		Ongoing	BH
	Surface cleaning will be done on a daily basis during the week by ushers. Weekly cleaning will be done on a rota.		Ongoing	BH
	All cleaners are provided with disposable gloves.		Ongoing	BH
	Suitable cleaning materials are provided.		Ongoing	BH
	Waste which might be contaminated will be kept in black bin liner for at least 72 hours before being disposed of on a weekly basis.		Ongoing	DS-S
<b>Cleaning the church after known exposure to someone with Coronavirus symptoms</b>	If possible, the church building will be closed for 72 hours with no access permitted.		As necessary	JMc / DS-S / BH
	If 72-hour closure is not possible then the church will need to be thoroughly deep cleaned and disinfected.		As necessary	JMc / DS-S / BH
	If the building has been quarantined for 72 hours, then carry out cleaning as per the normal advice on cleaning.		As necessary	BH
<b>Use of ushers</b>	Ushers have had an induction and understand their role.	Done on 12 <sup>th</sup> June & ongoing	✓	BH
	Ushers are not in any vulnerable group.	Done on 12 <sup>th</sup> June & ongoing	✓	BH
	Ushers have been issued with name labels so they are clearly identified, visors, face masks and gloves.	Done on 12 <sup>th</sup> June & ongoing	✓	BH