

COVID-19 Risk Assessment for EFGA Churches

Church: Gateway Elim Ammanford, Carmarthenshire

Assessment carried out by: Pastor Alan and Jackie Hamilton and Mark and Andrea Yates

Date assessment was carried out: Latest review 21.08.21

Date of next review: December 2021

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<p>What are the hazards?</p> <p><i>List the hazards or risks that you have identified? Use a separate box for each hazard or risk identified</i></p>	<p>Who might be harmed and how?</p> <p><i>List the person(s) or personnel groups</i></p>	<p>Is the risk High, Medium or Low</p>	<p>What are you already doing to control the risks?</p> <p><i>Briefly describe any actions that you have already put into action</i></p>	<p>What further action do you need to take to control the risks?</p> <p><i>Briefly describe actions that you. Your department or the organisation need to undertake</i></p>	<p>Who needs to carry out the action?</p> <p><i>Name the person responsible for making it happen</i></p>	<p>When is the action needed by?</p> <p><i>Please put the date by which the action needed to be completed</i></p>	<p>Date Completed</p> <p><i>Please put the date here when the action has been completed</i></p>
<p>Leaders, volunteers, congregation or visitors introducing Covid-19 into the building.</p>	<p>All congregants and visitors to the building.</p>	<p>M</p>	<p>Anyone with symptoms or been in contact with someone with symptoms or testing positive asked to stay away.</p> <p>Signage stating the above at the door and on facebook. Temperatures taken at door.</p> <p>Encourage Leaders to take Lateral Flow Test night before attending services.</p>		<p>A& J Hamilton M& A Yates C Price</p>	<p>Ongoing</p>	

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<p>Contracting or spreading coronavirus due to 'droplet' transmission.</p>	<p>All building users</p>	<p>L</p>	<p>Weekly deep clean according to Government advice using BS EN 13697 products. Hall cleaned regularly between uses. Sanitization during sessions for door handles, switches and toilet areas and high traffic areas. Keep cleaning log in utility room with date and named personnel. Gloves and aprons to be worn when cleaning. Cleaners to follow Covid Cleaning Schedule and initial when done. All hall users to sanitize hands on entry. Sanitizer available on exit too.</p>	<p>Cleaning materials, cloths and wipes and PPE equipment should be disposed of in black bin liners and put outside.</p> <p>Continue to ensure hand sanitizer is in place in the foyer for use on entry. Encourage everyone to use it on entry.</p>	<p>A&J Hamilton to set up a cleaning rota and train cleaners in Covid Cleaning Schedule.</p> <p>Welcome team</p>	<p>By end of August 2021</p> <p>Ongoing</p>	
<p>Contracting or spreading coronavirus due to 'aerosol' transmission.</p>	<p>All building users</p>	<p>M</p>	<p>Open doors and windows for a minimum of 15 mins before and between uses and leave windows and doors open throughout service. One metre social distancing in place. All users required to wear a mask throughout service unless exempt.</p> <p>www.ticketsource.co.uk used for booking and info kept for track and trace for 21 days.</p>	<p>Masks available on front desk.</p>	<p>Leadership to ensure chairs are set out which allow for 1 m distancing</p> <p>JH</p>	<p>Ongoing for each church service</p>	

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Risk of transmission of coronavirus from those leading the service.	Risk to all congregants	M	Leaders using Lateral Flow Test night before service. Leaders wearing masks when not speaking. Singer is behind perspex screen. Service no longer than 1 hr and 30mins.		AH, JH, MY, AY, CP	Ongoing	
Narrow corridor to toilet doors	Risk to all Congregants of contracting Covid 19 from close contact in passing in corridor	L	The corridor floor is marked with a one way system/ arrows so no one passes each other en route to the toilet.			Ongoing	
Toilets are small	Risk of spread	L	Toilets are cleaned regularly. Towels have been taken out and people can use automatic dryers or paper towels and bin them.	Operate ' One at a time' system for toilet use. Users asked to clean down facilities with gloves and spray after use.	Leaders present to monitor	ongoing	
Prayer room is small	Risk of spread	L	This room is lockable but no action taken as yet.	Room is not in use.	Leaders to monitor use	ongoing	

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<p>Collecting offerings, close contact risk of transmission.</p>	<p>All congregants Offering steward and treasurer</p> <p>Risk of spread of Covid from close contact and contaminated money.</p>	<p>L</p>	<p>We encourage online giving wherever possible. Treasurer and witness use gloves/ wash their hands after counting. No passing of money bag around congregation. Offering baskets is placed on surfaces next to exit doors. Money is left for 48 hours before counting.</p>		<p>Treasurer and witness</p>		<p>ongoing</p>
<p>Information table, risk of transmission</p>	<p>All congregants visiting and information table and touching items Spread of Covid 19</p>	<p>L</p>	<p>Set up hand sanitizer station inside main sanctuary. Direction magazines can be picked up individually by the congregant.</p>		<p>J H or MY, AY or CP</p>		<p>ongoing</p>
<p>Risk of transmission of coronavirus through sharing of communion.</p>	<p>All congregants</p>	<p>L</p>	<p>Only using pre-filled communion sets which are distributed as people arrive and then dropped into a bin on exit. People can also bring their own elements if preferred.</p>		<p>JH or CP or MY or AY</p>	<p>ongoing</p>	

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<p>Risk of transmission of Coronavirus whilst taking refreshments.</p>	<p>All participants in refreshments</p>	<p>M</p>	<p>Drinks made by a team of two who are already 'bubbled' to avoid mixing of households. Those serving will wash their hands with soap on entry to kitchen to prepare refreshments. Kitchen to be wiped down with sanitizing spray before and after set up. Drinks will be served in disposable cups with lids which will then be binned by owner.</p>		<p>Hospitality team</p>	<p>ongoing</p>	<p>22.08.21</p>
<p>Risk of isolation and loneliness related anxiety for those choosing to remain at home.</p>	<p>Members choosing to stay home</p>	<p>M</p>	<p>Those who can join us by facebook/online service or ring a friend to listen online if no wifi. Those at home with no wifi contacted by leaders and church members.</p>		<p>Leaders and members</p>	<p>ongoing</p>	

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<p>Risk of transmission to children and parents during Kid's Church.</p>	<p>Risk of spread of Covid 19 to kids and leaders.</p>	<p>M</p>	<p>No children's work to be undertaken at the moment. Children to stay in family bubble for the duration of service.</p>	<p>Review in October 21</p>			
<p>Hire of hall to Pilates group</p>	<p>Risk of spread of Covid 19 to participant and into hall</p>	<p>L</p>	<p>One way system PPE Hand sanitizing Hall deep cleaned before and after. Nature of activity is low impact movements on an individual basis. Risk Assessments received from the Pilates instructor and Gateway Elim shared with them.</p>		<p>Rebecca Rees Jackiei Hamilton</p>		<p>August 21</p>
<p>Hire of hall to Slimming World</p>	<p>Risk of spread of Covid 19 to SW group members</p>	<p>M</p>	<p>One way system PPE Hand sanitising Hall deep cleaned before and after. Risk Assessment received from SW leader and Gateway Elim shared with them.</p>		<p>Holly Williams Jackie Hamilton</p>		<p>August 21</p>

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Contractors visiting building and bringing in Covid 19	Leader Contractor	L	Only AH or JH to meet contractors and sanitize on entry Contractors asked to sanitize hands on entry High touch areas wiped down and sanitized after visit.		AH JH MY		Ongoing
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