

## Covid-19 Risk Assessment

**Scope:** This risk assessment covers the meeting of Grace Church (Bristol) in the Pomphrey Hill Pavilion - operated by Pomphrey Hill Community Sports Association, Bristol.

This risk assessment has been created to sit alongside venue risk assessment. Ref: Covid-19 risk assessment - PHCSA

**HIGH** risk hazards should be stopped with immediate effect until required action is taken.

**MEDIUM** risk hazards may continue with close monitoring ensuring all control measures have been met.

**LOW** risk hazards are safe but should be monitored and adjusted should the parameters change.

**Prepared by:** Pastors and Risk Assessment Team

**Initial Assessment Date:** Sunday 2nd August 2020

**Review period:** Monthly (with dynamic risk assessment kept on premises during meetings)

Hazard	Risk Level Before Control	Control Measures	Risk Level After Control
Safety of church members within car park area	MEDIUM	Members will be advised of the busyness of the car park, especially on football match days. Members will be able to park in the Emersons Green estate and walk on foot to the venue.	LOW
		Stewards will be located at the main wooden gate between the car park and the sports field to provide a visual aid for members coming to the meeting. Individuals responsible for stewarding near the car park will be provided with hi-vis vests.	
		Members will remain in their vehicles until 10:25 to reduce the risk of contact with others. At 10:25 members will make their way towards the entrance as indicated by the stewards. If members are required to queue at the main entrance then social distancing will be enforced. Towards winter and during times of increased local virus levels it may be necessary to introduce temperature testing for members at the main entrance. This would result in members with abnormal and high temperatures being turned away.	
Transmission of virus through contact with outside surfaces	MEDIUM	Members will remain in their vehicles until 10:25 to reduce the risk of contact with others and also to reduce time spent in public areas.	LOW

		Stewards will be on hand to ensure that members are acting responsibly (social distancing and communicating within households) and will be able to deal with any emergencies.	
		Main entrance doors into the venue will be controlled via a wall mounted over-ride switch allowing the doors to remain open until all members are inside. This will limit contact with the door surface.	
Transmission of virus through contaminated internal surfaces	HIGH	R.e Covid-19 risk assessment - PHCSA; <i>Additional cleaning / hygiene routines in place to reduce background levels</i>	MEDIUM
		The church will ensure that relevant surfaces are cleaned using antibacterial prior to members coming into the building. High contact surfaces to be cleaned include; chair handles, door handles, toilet dispensers. Cleaning will be limited to two people. All dirty cleaning items will be disposed of in black bag refuse according to guidance.	
		Antibacterial hand sanitiser will be provided and encouraged at the main entrance to the venue.	
		Fire doors should remain closed at all times to reduce the spread of fire. If fire doors are required to be opened to reduce contact then there should be suitable supervision and they should be returned to a sealed position as soon as possible.	
		All areas other than the main meeting room will be out of bounds for members. Toilets are available to use but this will be discouraged to reduce risk. Where the toilets are used, stewards will monitor numbers of people and ensure guidance is followed. Members will be dispersed from the venue one household at a time to reduce congestion through the building and at exits.	
Transmission of virus through air/vapor particles	HIGH	Face masks designed to cover the mouth and nose will be required by all members. Spare masks can be provided where the mask is insufficient or the member has forgotten theirs.	MEDIUM
		Seating arrangements within the main hall will be laid out prior to the arrival of members. All chairs will be facing forward and spaced with 2m between seats/family groups. This allows for a 1m safe zone should people need to move between seats. Individuals and families will be shown to their planned seats and dispersed from the area one group at a time.	
		Adequate ventilation will be ensured at all times through the use of the venues skylights and side windows.	

		It will be communicated to members that singing is NOT permitted and all spoken word should be at normal level. This is based on government guidelines. Under consideration: the leadership may choose to place a perspex screen between the preacher and members to limit aerosol transmission.	
Transmission of the virus through shared objects	HIGH	Under no circumstances will the sharing of any objects be allowed. This includes; bibles, communion objects and drinks.	MEDIUM
Fire	MEDIUM	Fire evacuation plans will be communicated to members as they enter the building.	LOW
		Stewards will be situated in the venue and able to guide individuals out through relevant fire exits, although it will not be stewards responsibility to go back into the venue to rescue =.	
		The church will operate under the venues fire evacuation plan, this can be found in the main reception area of the venue.	
First Aid	MEDIUM	All medical emergencies will be dealt with case by case. There is first aid provision in the venue including a defibrillator. In case of medical emergency stewards or members should call 999 and request the ambulance service.	LOW
Theft	LOW	Stewards will ensure that only those signed up to the given weeks service enter the building, this includes turning away visitors where necessary.	LOW
		The main door to the venue will be switched to night mode once all members are in - disabling the motion sensor on the external side of the door.	
Safeguarding	MEDIUM	Any safeguarding issues involving the church and/or the venue and it's employees should be communicated to the leadership and then investigated by the safeguarding rep.	LOW