

GCB Risk Assessment

Date of last update/review: 16 Feb2021.

Goal - Minimise risk of transmission of COVID-19 during Sunday meetings or other meetings held corporately at Crofton Park Baptist Church.

Risk Assessment Matrix from The Baptist Union in Collaboration with Crofton Park Baptist Church

The following tables give a framework for assessing the risks identified, with some guidance to assist you with what a score might mean. The scoring system deliberately places additional emphasis on risks with the most severe consequences but are not very likely over those that are likely but have limited consequence. This aligns with the most recent best practice in assessment and management of risks.

In the Coronavirus pandemic, it is likely that most risks, before controls are implemented will be scored as 5 (high probability) and 5 (high severity) as the likelihood of a case being observed within 12 months is significant and the consequences are potentially death of an individual or multiple individuals. This goes to emphasize the importance of taking control measures seriously in order to reduce the likelihood and severity of the risk.

| Likelihood / Probability |
|---|
| 5. Likely to occur at least once in any 12 month period |
| 4. Likely to occur at least once in a 3 year period |
| 3. Likely to occur at least once in a 10 year period |
| 2. Likely to occur at least once in a 50 year period |
| 1. Unlikely in a 50 year period |

| Severity / Significance / Consequence |
|---|
| 5. Expected to result in church closure or significant harm to multiple individuals, death of an individual |
| 4. Material threat to continued existence of church, or significant harm to single individual |
| 3. Substantial adaptation required to ongoing operations |
| 2.. Minor adaptation required to ongoing operations |
| 1. Inconvenience to ongoing operations |

| RISK / PRIORITY INDICATOR MATRIX | | | | | | |
|----------------------------------|---|---------------------------------------|----|----|----|----|
| LIKELIHOOD / PROBABILITY | 5 | 7 | 14 | 21 | 28 | 35 |
| | 4 | 6 | 12 | 18 | 24 | 30 |
| | 3 | 5 | 10 | 15 | 20 | 25 |
| | 2 | 4 | 8 | 12 | 16 | 20 |
| | 1 | 3 | 6 | 9 | 12 | 15 |
| | | 1 | 2 | 3 | 4 | 5 |
| | | SEVERITY / SIGNIFICANCE / CONSEQUENCE | | | | |

Score = Severity x Likelihood + 2 x Severity
(this formula places additional emphasis on high severity issues)

| Summary | | Suggested Timeframe for Action |
|---------|--------|--------------------------------|
| 20+ | High | Immediate / within days |
| 15-19 | Medium | Within weeks |
| 1-15 | Low | Whenever viable to do so |

The Environment: Main Meeting Room and entrance toilets which will be used for our corporate church service

The Sunday service pre-covid had 60-70 attendees each week.

| Risk Identified and Measured | Control Measures | Review Date | | | | | | | | | | | | | | |
|---|-------------------------------------|-------------|---|----------|---|--------------|----|------------------------------------|------------|---|----------|---|--------------|----|---|-------------------|
| <p>1. Spread of Covid-19 through person to person contact</p> <table border="1" data-bbox="100 509 535 602"> <tr> <td rowspan="3">Risk Rating before control measures</td> <td>Likelihood</td> <td>5</td> </tr> <tr> <td>Severity</td> <td>5</td> </tr> <tr> <td>Overall Risk</td> <td>35</td> </tr> </table> <table border="1" data-bbox="100 630 535 722"> <tr> <td rowspan="3">Risk Rating after control measures</td> <td>Likelihood</td> <td>3</td> </tr> <tr> <td>Severity</td> <td>4</td> </tr> <tr> <td>Overall Risk</td> <td>12</td> </tr> </table> <p>Main Hall capacity estimated at 50 GCB people when bubbled</p> | Risk Rating before control measures | Likelihood | 5 | Severity | 5 | Overall Risk | 35 | Risk Rating after control measures | Likelihood | 3 | Severity | 4 | Overall Risk | 12 | <p>Social Distancing</p> <ul style="list-style-type: none"> • Anyone with Covid symptoms or who is self-isolating will be asked to stay at home • No physical contact between those in different households (except where “bubbled together”) • Numbers will not exceed 50 - capacity for safe social distancing. • Congregation will wear face masks (exceptions: 11 yrs or younger; health condition, during communion) • Disposable masks are available for those who have forgotten. • The leader, preacher, reader, prayer do not always need to wear a face covering. • There is a one-way system: the main front is the entrance, the carpark door is the exit. • Entry and Exit are clearly marked with arrows and signs. • Potential queue locations have social distancing markers on the floor • Weekly ‘Stewards’ will direct entry and exit and seating of congregation at least 1m distance • Seating is arranged in family/household/bubble groups. • Groups will be asked to avoid facing towards each other • Where possible, doors and windows will be kept open throughout meeting • Clear signage and verbal notices will be used to remind everyone of safe practices | <p>8 Mar 2021</p> |
| Risk Rating before control measures | | Likelihood | 5 | | | | | | | | | | | | | |
| | | Severity | 5 | | | | | | | | | | | | | |
| | Overall Risk | 35 | | | | | | | | | | | | | | |
| Risk Rating after control measures | Likelihood | 3 | | | | | | | | | | | | | | |
| | Severity | 4 | | | | | | | | | | | | | | |
| | Overall Risk | 12 | | | | | | | | | | | | | | |
| <p>2. Spread of Covid-19 through airborne transmission</p> <table border="1" data-bbox="100 1076 535 1169"> <tr> <td rowspan="3">Risk Rating before control measures</td> <td>Likelihood</td> <td>5</td> </tr> <tr> <td>Severity</td> <td>5</td> </tr> <tr> <td>Overall Risk</td> <td>35</td> </tr> </table> <table border="1" data-bbox="100 1196 535 1289"> <tr> <td rowspan="3">Risk Rating after control measures</td> <td>Likelihood</td> <td>3</td> </tr> <tr> <td>Severity</td> <td>4</td> </tr> <tr> <td>Overall Risk</td> <td>12</td> </tr> </table> | Risk Rating before control measures | Likelihood | 5 | Severity | 5 | Overall Risk | 35 | Risk Rating after control measures | Likelihood | 3 | Severity | 4 | Overall Risk | 12 | <p>Reducing Contact Time</p> <ul style="list-style-type: none"> • Service time will be shorter and will include Notices, Prayers, Reading and a Sermon • Congregation will be encouraged to leave the premises at the end of the Service • Mingling or Socialising before, during and after the Service will be discouraged on the premises <p>Singing</p> <ul style="list-style-type: none"> • Congregational singing will not take place in the meetings until advice changes • A band of up to 6 may play/sing if socially distanced from congregation and one another. Within band, individuals will stand side-to-side, not facing each other. • Recordings of singing/music may be used. During conversation time volume will be kept low. • Good ventilation will be ensured by opening doors and windows when possible. | <p>8 Mar 2021</p> |
| Risk Rating before control measures | | Likelihood | 5 | | | | | | | | | | | | | |
| | | Severity | 5 | | | | | | | | | | | | | |
| | Overall Risk | 35 | | | | | | | | | | | | | | |
| Risk Rating after control measures | Likelihood | 3 | | | | | | | | | | | | | | |
| | Severity | 4 | | | | | | | | | | | | | | |
| | Overall Risk | 12 | | | | | | | | | | | | | | |

3. Spread of Covid-19 through touching contaminated surfaces

| | | |
|-------------------------------------|--------------|----|
| Risk rating before control measures | Likelihood | 5 |
| | Severity | 5 |
| | Overall Risk | 35 |

| | | |
|------------------------------------|--------------|----|
| Risk Rating after control measures | Likelihood | 3 |
| | Severity | 4 |
| | Overall Risk | 12 |

Cleaning

- A “cleaning team” will wipe down all surfaces identified on a Checklist before and after the meeting.
- Plastic chairs will be used.
- Main areas are cleared of all soft-furnished seating, unnecessary furniture, books, toys, equipment.
- The Kitchen and Prayer Lounge are currently out of bounds.
- If cleaning an area used by someone with Covid-19 symptoms a specific GCB guideline will be followed.

Hand Sanitising

- Hand Sanitising Stations are available at entry and exit points
- Everyone will be asked to use hand sanitiser on arrival and exit
- Signs and posters are on display to build awareness of hygiene;

Toilet Facilities

- Toilets are restricted to one person/family in and one out
- Toilet main entry doors will remain open with a ‘privacy screen’ in front of men’s toilet (urinal)
- Everyone will be asked to spray clean/wipe toilet after use
- An area for queuing at Social Distance is marked out
- Hand Sanitising Stations are available outside toilets
- Children under 11 should be accompanied by an adult and assisted with hygiene needs
- Signage provides instructions on one in/one out and on hygiene

8 Mar 2021

4. Spread of Covid-19 through use of equipment touched by multiple users

| | | |
|-------------------------------------|--------------|----|
| Risk Rating before control measures | Likelihood | 5 |
| | Severity | 5 |
| | Overall Risk | 35 |

| | | |
|------------------------------------|--------------|---|
| Risk Rating after control measures | Likelihood | 3 |
| | Severity | 3 |
| | Overall Risk | 9 |

Shared equipment

- Where possible, items will not be shared or passed around.
- If written material needs distributing those giving this out will wear gloves. Bibles will be quarantined for 72 hours between use. Paper sheets will be disposed of by recipients.
- PA team will wash/sanitise hands before *and* after setting up *and* taking down PA
- PA desk will be wiped down before and after use
- Music stands/lectern will not be shared or will be disinfected between users.
- Microphones will be single use or wiped down with disinfectant between users
- Music will not be shared between band members. Instead, they will bring and take home own copy
- Drummers will bring their own sticks
- Instruments will be cleaned before and after use.
- No other items will be shared or passed around before, during or after the service
- Items and equipment that have not been handled or touched for 72hours will be considered low risk for the spread of infection
- Cash donation boxes will not be used.

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|--|--|------------|---|----------|---|--------------|----|---|------------|---|----------|---|--------------|---|---|-------------------|
| <p>5. Spread of Covid-19 through other contacts outside GCB</p> <table border="1" data-bbox="100 297 533 391"> <tr> <td rowspan="3">Risk Rating before control measures</td> <td>Likelihood</td> <td>5</td> </tr> <tr> <td>Severity</td> <td>5</td> </tr> <tr> <td>Overall Risk</td> <td>35</td> </tr> </table> <table border="1" data-bbox="100 415 533 509"> <tr> <td rowspan="3">Risk Rating after control measures</td> <td>Likelihood</td> <td>4</td> </tr> <tr> <td>Severity</td> <td>2</td> </tr> <tr> <td>Overall Risk</td> <td>8</td> </tr> </table> | Risk Rating before control measures | Likelihood | 5 | Severity | 5 | Overall Risk | 35 | Risk Rating after control measures | Likelihood | 4 | Severity | 2 | Overall Risk | 8 | <p>Testing and Tracing</p> <ul style="list-style-type: none"> • A record of visitors each Sunday will be retained for 3 weeks: Name, contact phone, date, arrival time, departure time. • Records will be disposed of securely (shredded) • Privacy notice information will be on display setting out what the data will be used for etc • A Steward will register attendees on arrival • Consent can be withheld and individual may still attend. • Government guidance will be followed in the event of a local outbreak | <p>8 Mar 2021</p> |
| Risk Rating before control measures | | Likelihood | 5 | | | | | | | | | | | | | |
| | | Severity | 5 | | | | | | | | | | | | | |
| | Overall Risk | 35 | | | | | | | | | | | | | | |
| Risk Rating after control measures | Likelihood | 4 | | | | | | | | | | | | | | |
| | Severity | 2 | | | | | | | | | | | | | | |
| | Overall Risk | 8 | | | | | | | | | | | | | | |
| <p>6. Spread of Covid-19 through sharing food and drink</p> <table border="1" data-bbox="100 678 533 773"> <tr> <td rowspan="3">Risk Rating before control measures</td> <td>Likelihood</td> <td>5</td> </tr> <tr> <td>Severity</td> <td>5</td> </tr> <tr> <td>Overall Risk</td> <td>35</td> </tr> </table> <table border="1" data-bbox="100 797 533 891"> <tr> <td rowspan="3">Risk Rating after control measures</td> <td>Likelihood</td> <td>2</td> </tr> <tr> <td>Severity</td> <td>4</td> </tr> <tr> <td>Overall Risk</td> <td>8</td> </tr> </table> | Risk Rating before control measures | Likelihood | 5 | Severity | 5 | Overall Risk | 35 | Risk Rating after control measures | Likelihood | 2 | Severity | 4 | Overall Risk | 8 | <p>Communion</p> <ul style="list-style-type: none"> • Communion will be prepared by one person who has washed their hands and is wearing gloves • Those distributing the bread and the cup will wash or sanitise their hands immediately before distribution and wear gloves. • Bread (or wafers) will be kept covered until distribution. It will be dropped into the hand. • Juice will be distributed in individual cups and distributed at 1m social distance • All utensils will be thoroughly washed before and after distribution or discarded if disposable <p>Refreshments</p> <ul style="list-style-type: none"> • No refreshments will be served on normal Sundays • The kitchen will be out of bounds • On some occasions individual pre-packaged drinks and snacks will be available for consumption | <p>8 Mar 2021</p> |
| Risk Rating before control measures | | Likelihood | 5 | | | | | | | | | | | | | |
| | | Severity | 5 | | | | | | | | | | | | | |
| | Overall Risk | 35 | | | | | | | | | | | | | | |
| Risk Rating after control measures | Likelihood | 2 | | | | | | | | | | | | | | |
| | Severity | 4 | | | | | | | | | | | | | | |
| | Overall Risk | 8 | | | | | | | | | | | | | | |

It is acknowledged the individuals may feel excluded if unable to attend the Sunday services, especially those in high-risk groups who have been asked to avoid leaving their homes. Alternative ways to access the reading and sermon will be provided and regular contact will be provided through fellowship groups and friendship circles (e.g. telephone calls).

Environment – Back Hall – Children’s Church and other events

| Risks Identified | Control Measures | Review Date | | | | | | | | | | | | | | |
|---|--|-------------|---|----------|---|--------------|----|---|------------|---|----------|---|--------------|---|---|-----------------------|
| <p>Spread of Covid-19 through:</p> <p>1. Children gathering for Children’s church</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-bottom: 10px;"> <tr> <td rowspan="3" style="width: 20%;">Risk Rating before control measures</td> <td style="width: 20%;">Likelihood</td> <td style="width: 10%; text-align: center;">5</td> </tr> <tr> <td>Severity</td> <td style="text-align: center;">5</td> </tr> <tr> <td>Overall Risk</td> <td style="text-align: center; background-color: red; color: white;">25</td> </tr> </table> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td rowspan="3" style="width: 20%;">Risk Rating after control measures</td> <td style="width: 20%;">Likelihood</td> <td style="width: 10%; text-align: center;">2</td> </tr> <tr> <td>Severity</td> <td style="text-align: center;">2</td> </tr> <tr> <td>Overall Risk</td> <td style="text-align: center; background-color: green; color: white;">4</td> </tr> </table> <p>Back Hall capacity estimated at 40 people when all distanced 2m apart</p> | Risk Rating before control measures | Likelihood | 5 | Severity | 5 | Overall Risk | 25 | Risk Rating after control measures | Likelihood | 2 | Severity | 2 | Overall Risk | 4 | <p>Social Distancing</p> <ul style="list-style-type: none"> Anyone with Covid symptoms or who is self-isolating will be asked to stay at home Rooms will be well ventilated, with open doors when safe. Groups will remain socially distanced from one another throughout children’s church Groups will not exceed 15 Children will lined-up in groups on the main stage and be escorted to the hall by their group leader Children will be seated at tables side-by-side or greater than 1m apart if face-to-face. Leaders will remain at 2m social distance from each other It is understood that leaders will not be able to social distance from the children in their group. Social distance will be maintained where possible Groups will be escorted back to the Main Hall at the end of the service. Children will return to their family bubble Unwell children will be separated and parents requested to take them home. The area will be cleaned <p>Cleaning and hand sanitising</p> <ul style="list-style-type: none"> The environment will be prepared and cleaned before and after use using a cleaning check list Everyone will hand sanitize at entry and exit. Supervision will ensure good sanitizing. Tissues and bins will be available and children encouraged to ‘catch it, bin it, kill it’. <p>Shared equipment</p> <ul style="list-style-type: none"> Children will be allocated their own bible and pencil case with pencil, pens, glue and scissors Where possible, equipment will not be shared. If sharing, ensure good hygiene. <p>General</p> <ul style="list-style-type: none"> Attendance Registers will be kept as usual. Teachers and parents will be given information on procedures and safety measures to be followed. SEN children will have risk assessment and appropriate adaptations to guidance. | <p>8 Mar 2021</p> |
| Risk Rating before control measures | | Likelihood | 5 | | | | | | | | | | | | | |
| | | Severity | 5 | | | | | | | | | | | | | |
| | Overall Risk | 25 | | | | | | | | | | | | | | |
| Risk Rating after control measures | Likelihood | 2 | | | | | | | | | | | | | | |
| | Severity | 2 | | | | | | | | | | | | | | |
| | Overall Risk | 4 | | | | | | | | | | | | | | |

| | | | | | | | | | | | | | | | | |
|--|--|------------|---|----------|---|--------------|----|---|------------|---|----------|---|--------------|----|--|-------------------|
| <p>Spread of Covid-19 through: 2. Other events held in the hall</p> <table border="1" data-bbox="100 297 533 394"> <tr> <td rowspan="3">Risk Rating before control measures</td> <td>Likelihood</td> <td>5</td> </tr> <tr> <td>Severity</td> <td>5</td> </tr> <tr> <td>Overall Risk</td> <td>35</td> </tr> </table> <table border="1" data-bbox="100 423 533 521"> <tr> <td rowspan="3">Risk Rating after control measures</td> <td>Likelihood</td> <td>4</td> </tr> <tr> <td>Severity</td> <td>3</td> </tr> <tr> <td>Overall Risk</td> <td>12</td> </tr> </table> | Risk Rating before control measures | Likelihood | 5 | Severity | 5 | Overall Risk | 35 | Risk Rating after control measures | Likelihood | 4 | Severity | 3 | Overall Risk | 12 | <p>Social Distancing</p> <ul style="list-style-type: none"> • Anyone with Covid symptoms or who is self-isolating will be asked to stay at home • Rooms will be well ventilated, with open doors when safe. • 2m social distancing will be followed (1m with mitigation) between those in different households • A maximum of 40 attendees will be allowed • Masks will be worn (except speaker) • One way entry and exit: Entry will be carpark gate, exit will be Huxbear Street <p>Cleaning and hand sanitising</p> <ul style="list-style-type: none"> • A “cleaning team” will wipe down all surfaces identified on a Checklist before and after the meeting • Everyone will be asked to use hand sanitiser on arrival and exit • Where possible, equipment will not be shared <p>General</p> <ul style="list-style-type: none"> • Test and trace list will be kept • Individual and pre-packaged drinks and snacks may be available for consumption by attendees • Clear signage and verbal notices will be used to remind everyone of safe practices | <p>8 Mar 2021</p> |
| Risk Rating before control measures | | Likelihood | 5 | | | | | | | | | | | | | |
| | | Severity | 5 | | | | | | | | | | | | | |
| | Overall Risk | 35 | | | | | | | | | | | | | | |
| Risk Rating after control measures | Likelihood | 4 | | | | | | | | | | | | | | |
| | Severity | 3 | | | | | | | | | | | | | | |
| | Overall Risk | 12 | | | | | | | | | | | | | | |
| <p>Spread of Covid-19 through: 3. Onyx and CIA Youth Groups meeting in the hall or main church room</p> <table border="1" data-bbox="100 959 533 1057"> <tr> <td rowspan="3">Risk Rating before control measures</td> <td>Likelihood</td> <td>5</td> </tr> <tr> <td>Severity</td> <td>5</td> </tr> <tr> <td>Overall Risk</td> <td>35</td> </tr> </table> <table border="1" data-bbox="100 1073 533 1170"> <tr> <td rowspan="3">Risk Rating after control measures</td> <td>Likelihood</td> <td>4</td> </tr> <tr> <td>Severity</td> <td>3</td> </tr> <tr> <td>Overall Risk</td> <td>12</td> </tr> </table> | Risk Rating before control measures | Likelihood | 5 | Severity | 5 | Overall Risk | 35 | Risk Rating after control measures | Likelihood | 4 | Severity | 3 | Overall Risk | 12 | <p>Social Distancing</p> <ul style="list-style-type: none"> • Anyone with Covid symptoms or who is self-isolating will be asked to stay at home • Rooms will be well ventilated, with open windows and doors when safe. • No physical contact between those in different households (except where bubbled) • Leaders/Teachers will remain at 2m Social distance from each other • Onyx and CIA groups will usually not mix but stay in separate bubbles • A maximum of 40 attendees will be allowed, divided into separate groups. • Groups should not exceed 15 children. Leaders do not count towards the group size • Masks are not required • One way entry and exit for back hall: Entry will be carpark gate, exit will be Huxbear Street • Entry and exit for Main Church Room will be through the front doors (no passing in doorway) <p>Cleaning and hand sanitising</p> <ul style="list-style-type: none"> • A “cleaning team” will wipe down all surfaces identified on a Checklist before and after the meeting • Everyone will be asked to use hand sanitiser on arrival and exit • Tissues and bins will be available and children encouraged to ‘catch it, bin it, kill it’ • Where possible, equipment will not be shared. If sharing, ensure good hygiene. <p>General</p> <ul style="list-style-type: none"> • Attendance Registers will be kept as usual • Teachers and parents will be given information on procedures and safety measures to be followed • Individual and pre-packaged drinks and snacks may be available for consumption by attendees • Clear signage and verbal notices will be used to remind everyone of safe practices | <p>8 Mar 2021</p> |
| Risk Rating before control measures | | Likelihood | 5 | | | | | | | | | | | | | |
| | | Severity | 5 | | | | | | | | | | | | | |
| | Overall Risk | 35 | | | | | | | | | | | | | | |
| Risk Rating after control measures | Likelihood | 4 | | | | | | | | | | | | | | |
| | Severity | 3 | | | | | | | | | | | | | | |
| | Overall Risk | 12 | | | | | | | | | | | | | | |

Environment: rear toilets

| Risks Identified | Control Measures | Review Date | | | | | | | | | | | | | | |
|---|--|-------------|---|----------|---|--------------|----|---|------------|---|----------|---|--------------|----|--|-------------------|
| <p>Spread of Covid-19 at pinch point outside toilets</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-bottom: 10px;"> <tr> <td rowspan="3" style="width: 15%;">Risk Rating before control measures</td> <td style="width: 15%;">Likelihood</td> <td style="width: 10%; text-align: center;">5</td> </tr> <tr> <td>Severity</td> <td style="text-align: center;">5</td> </tr> <tr> <td>Overall Risk</td> <td style="text-align: center; background-color: #f08080;">35</td> </tr> </table> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td rowspan="3" style="width: 15%;">Risk Rating after control measures</td> <td style="width: 15%;">Likelihood</td> <td style="width: 10%; text-align: center;">3</td> </tr> <tr> <td>Severity</td> <td style="text-align: center;">4</td> </tr> <tr> <td>Overall Risk</td> <td style="text-align: center; background-color: #90ee90;">12</td> </tr> </table> | Risk Rating before control measures | Likelihood | 5 | Severity | 5 | Overall Risk | 35 | Risk Rating after control measures | Likelihood | 3 | Severity | 4 | Overall Risk | 12 | <ul style="list-style-type: none"> Toilet doors will be wedged open Use of toilets will be restricted to Children’s Church or Events held in Back Hall Socially distanced access is marked out via back hall. Use of toilets will be restricted to One family/bubble at a time: ‘One in’ ‘One out’ A clear area for social distanced queuing is marked out A hand sanitiser station will be available | <p>8 Mar 2021</p> |
| Risk Rating before control measures | | Likelihood | 5 | | | | | | | | | | | | | |
| | | Severity | 5 | | | | | | | | | | | | | |
| | Overall Risk | 35 | | | | | | | | | | | | | | |
| Risk Rating after control measures | Likelihood | 3 | | | | | | | | | | | | | | |
| | Severity | 4 | | | | | | | | | | | | | | |
| | Overall Risk | 12 | | | | | | | | | | | | | | |

Environment Side Hall – thoroughfare and teaching space

| Risks Identified | Proposed Action to be taken to mitigate risks at GCB | Review Date | | | | | | | | | | | | | | |
|---|--|-------------|---|----------|---|--------------|----|---|------------|---|----------|---|--------------|---|---|-------------------|
| <p>Spread of Covid-19 due to area being small and multi-use (toilet queue, teaching space, exit thoroughfare)</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-bottom: 10px;"> <tr> <td rowspan="3" style="width: 15%;">Risk Rating before control measures</td> <td style="width: 15%;">Likelihood</td> <td style="width: 10%; text-align: center;">5</td> </tr> <tr> <td>Severity</td> <td style="text-align: center;">5</td> </tr> <tr> <td>Overall Risk</td> <td style="text-align: center; background-color: #f08080;">35</td> </tr> </table> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td rowspan="3" style="width: 15%;">Risk Rating after control measures</td> <td style="width: 15%;">Likelihood</td> <td style="width: 10%; text-align: center;">3</td> </tr> <tr> <td>Severity</td> <td style="text-align: center;">3</td> </tr> <tr> <td>Overall Risk</td> <td style="text-align: center; background-color: #90ee90;">9</td> </tr> </table> <p>Side Hall capacity estimated at 8 people when all distanced 2m apart</p> | Risk Rating before control measures | Likelihood | 5 | Severity | 5 | Overall Risk | 35 | Risk Rating after control measures | Likelihood | 3 | Severity | 3 | Overall Risk | 9 | <ul style="list-style-type: none"> The room is subdivided into an area for toilet queuing and a one way exit into the carpark (see floor plan) Hand Sanitising Stations are available by carpark door exit and outside toilets Socially distanced floor markings are present A table and chairs with a maximum bubble of 1 leader and 7 children or 2 leaders and 6 children will be available for use when the area is not being used as an exit or for toilet queuing. Any teaching of children will follow the guidelines for ‘Children gathering for Children’s church’ above. | <p>8 Mar 2021</p> |
| Risk Rating before control measures | | Likelihood | 5 | | | | | | | | | | | | | |
| | | Severity | 5 | | | | | | | | | | | | | |
| | Overall Risk | 35 | | | | | | | | | | | | | | |
| Risk Rating after control measures | Likelihood | 3 | | | | | | | | | | | | | | |
| | Severity | 3 | | | | | | | | | | | | | | |
| | Overall Risk | 9 | | | | | | | | | | | | | | |

Environment: Huxbear Upper Hall – creche for 0-4 year-olds

| Risks Identified | Proposed Action to be taken to mitigate risks at GCB | Review Date | | | | | | | | | | | | | | |
|--|--|-------------|---|----------|---|--------------|----|---|------------|---|----------|---|--------------|---|--|-----------------------|
| <p>1. Providing a creche for 0-4 year-olds may increase Infection spread through:</p> <p>i) Person to person contact ii) Toileting iii) Shared toys iv) Airborne v) Narrow ‘two way’ stairway creating a ‘pinch point’</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-bottom: 10px;"> <tr> <td rowspan="3" style="width: 20%;">Risk Rating before control measures</td> <td style="width: 30%;">Likelihood</td> <td style="width: 10%; text-align: center;">5</td> </tr> <tr> <td>Severity</td> <td style="text-align: center;">5</td> </tr> <tr> <td>Overall Risk</td> <td style="text-align: center; background-color: #f08080;">35</td> </tr> </table> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td rowspan="3" style="width: 20%;">Risk Rating after control measures</td> <td style="width: 30%;">Likelihood</td> <td style="width: 10%; text-align: center;">3</td> </tr> <tr> <td>Severity</td> <td style="text-align: center;">2</td> </tr> <tr> <td>Overall Risk</td> <td style="text-align: center; background-color: #90ee90;">6</td> </tr> </table> <p>Side Hall capacity estimated at 16 people when all distanced 2m apart</p> | Risk Rating before control measures | Likelihood | 5 | Severity | 5 | Overall Risk | 35 | Risk Rating after control measures | Likelihood | 3 | Severity | 2 | Overall Risk | 6 | <p>Social Distancing</p> <ul style="list-style-type: none"> Anyone with Covid symptoms or who is self-isolating will be asked to stay at home Where possible windows will be opened to increase ventilation Stairway signage is in place. Parents’ ‘drop off’ will be staggered: one in and one out. No passing will happen on the stairs Numbers (adults and children) will not exceed 16 A small class with one leader and up to 4 children may meet in the classroom Leaders will remain at 2m Social distance from other leaders Children under 5 are not expected to socially distance Unwell children will be separated and parents requested to take them home. The area will be cleaned <p>Cleaning and hand sanitising</p> <ul style="list-style-type: none"> The environment will be prepared and cleaned on arrival and exit, using a cleaning check list All adults will hand sanitize at entry and exit and assist children who are able Tissues and bins will be available and children encouraged to ‘catch it, bin it, kill it’. Toys and equipment may be shared but these will be cleaned or put ‘out of action’ for 72+ hours between each Creche session. Heavily contaminated items will be taken away for washing. <p>General</p> <ul style="list-style-type: none"> Recorded music may be used for dance and movement Attendance Registers will be kept as usual. Teachers and parents will be given information on procedures and safety measures to be followed. <p>Toileting</p> <ul style="list-style-type: none"> Toilet doors will be kept open Use of toilets will be restricted to one child and one leader at a time Hand-washing will be supervised | <p>8 Mar 2021</p> |
| Risk Rating before control measures | | Likelihood | 5 | | | | | | | | | | | | | |
| | | Severity | 5 | | | | | | | | | | | | | |
| | Overall Risk | 35 | | | | | | | | | | | | | | |
| Risk Rating after control measures | Likelihood | 3 | | | | | | | | | | | | | | |
| | Severity | 2 | | | | | | | | | | | | | | |
| | Overall Risk | 6 | | | | | | | | | | | | | | |

Environment: Prayer Room

| Risks Identified | Control Measures | Review Date | | | | | | | | | |
|---|-------------------------------------|-------------|---|--|----------|---|--|--------------|----|---|------------|
| <p>1-2-1 English teaching with D and G. Risk for vulnerable adults involved</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;">Risk Rating before control measures</td> <td style="width: 15%;">Likelihood</td> <td style="width: 10%;">5</td> </tr> <tr> <td></td> <td>Severity</td> <td>5</td> </tr> <tr> <td></td> <td>Overall Risk</td> <td style="background-color: #f08080;">35</td> </tr> </table> | Risk Rating before control measures | Likelihood | 5 | | Severity | 5 | | Overall Risk | 35 | <ul style="list-style-type: none"> Cancel this activity until further notice The Prayer Lounge is “out of bounds” as it is currently being used for storage | 8 Mar 2021 |
| Risk Rating before control measures | Likelihood | 5 | | | | | | | | | |
| | Severity | 5 | | | | | | | | | |
| | Overall Risk | 35 | | | | | | | | | |

Environment: Kitchen – refreshments

| Risks Identified | Proposed Action to be taken to mitigate risks at GCB | Review Date | | | | | | | | | |
|---|--|-------------|---|--|----------|---|--|--------------|----|---|------------|
| <p>Serving Light Refreshments for adults and children</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;">Risk Rating before control measures</td> <td style="width: 15%;">Likelihood</td> <td style="width: 10%;">5</td> </tr> <tr> <td></td> <td>Severity</td> <td>5</td> </tr> <tr> <td></td> <td>Overall Risk</td> <td style="background-color: #f08080;">35</td> </tr> </table> | Risk Rating before control measures | Likelihood | 5 | | Severity | 5 | | Overall Risk | 35 | <ul style="list-style-type: none"> No refreshments will be served before, after or during the service until further notice Kitchen will remain Out of bounds until further notice | 8 Mar 2021 |
| Risk Rating before control measures | Likelihood | 5 | | | | | | | | | |
| | Severity | 5 | | | | | | | | | |
| | Overall Risk | 35 | | | | | | | | | |

Environment: car park

| Risks Identified | Control Measures | Review Date | | | | | | | | | | | | | | | | | | |
|---|-------------------------------------|-------------|---|--|----------|---|--|--------------|----|------------------------------------|------------|---|--|----------|---|--|--------------|---|--|------------|
| <p>Potential area for after-church socialising which would compromise social distancing</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;">Risk Rating before control measures</td> <td style="width: 15%;">Likelihood</td> <td style="width: 10%;">5</td> </tr> <tr> <td></td> <td>Severity</td> <td>5</td> </tr> <tr> <td></td> <td>Overall Risk</td> <td style="background-color: #f08080;">35</td> </tr> </table> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;">Risk Rating after control measures</td> <td style="width: 15%;">Likelihood</td> <td style="width: 10%;">4</td> </tr> <tr> <td></td> <td>Severity</td> <td>2</td> </tr> <tr> <td></td> <td>Overall Risk</td> <td style="background-color: #90ee90;">8</td> </tr> </table> | Risk Rating before control measures | Likelihood | 5 | | Severity | 5 | | Overall Risk | 35 | Risk Rating after control measures | Likelihood | 4 | | Severity | 2 | | Overall Risk | 8 | <ul style="list-style-type: none"> Direct family/bubbles to exit main meeting via the carpark side door Encourage family/ bubbles to adhere to social distancing even whilst outside Ensure that everyone is requested to leave the premises at social distance by 5.15pm | 8 Mar 2021 |
| Risk Rating before control measures | Likelihood | 5 | | | | | | | | | | | | | | | | | | |
| | Severity | 5 | | | | | | | | | | | | | | | | | | |
| | Overall Risk | 35 | | | | | | | | | | | | | | | | | | |
| Risk Rating after control measures | Likelihood | 4 | | | | | | | | | | | | | | | | | | |
| | Severity | 2 | | | | | | | | | | | | | | | | | | |
| | Overall Risk | 8 | | | | | | | | | | | | | | | | | | |

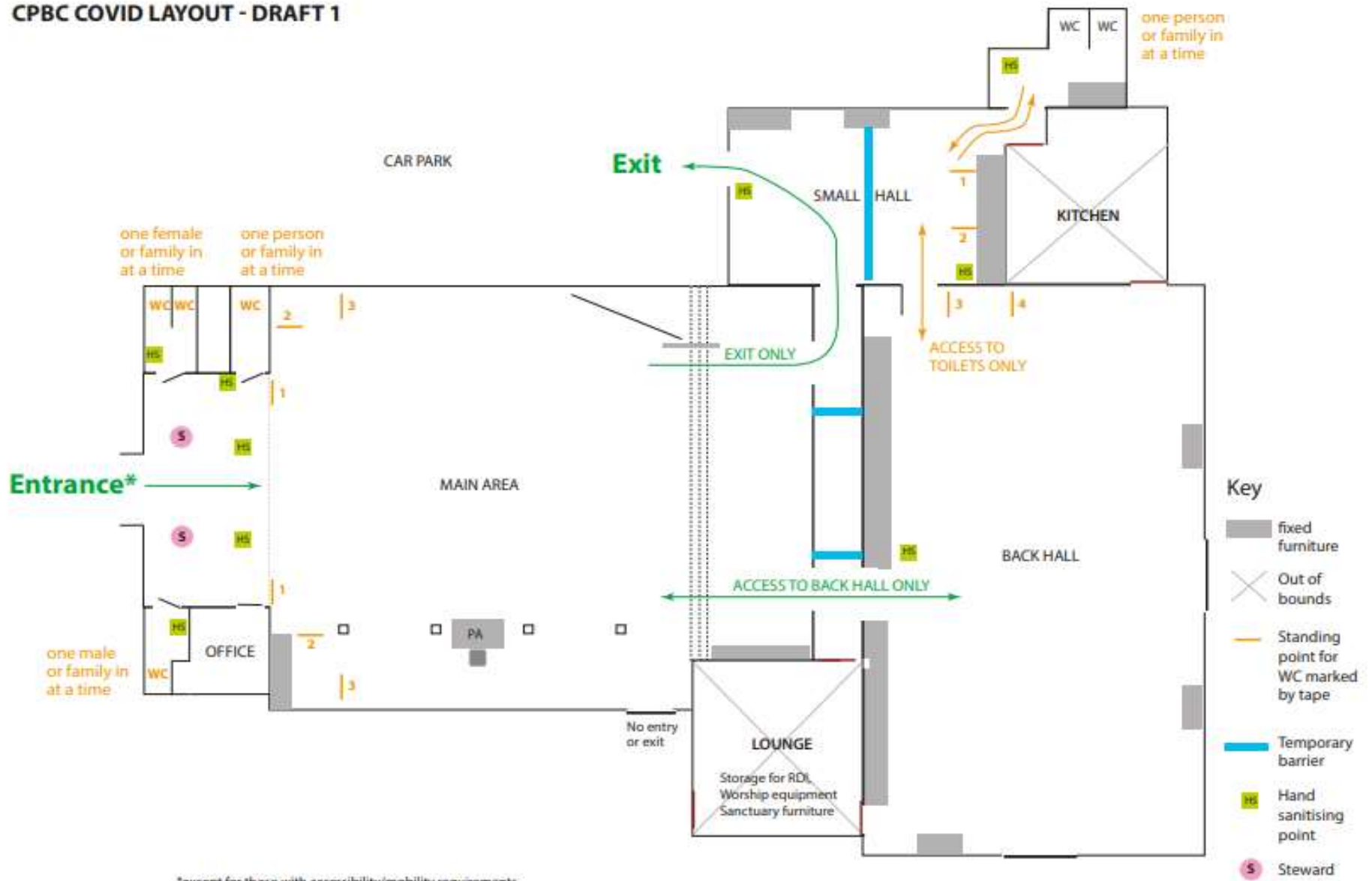
Environment: Youth Group Leader Homes

| Risks Identified | Control Measures | Review Date | | | | | | | | | | | | | | | | | | |
|--|-------------------------------------|-------------|---|--|----------|---|--|--------------|----|------------------------------------|------------|---|--|----------|---|--|--------------|----|--|-----------------------|
| <p>Transmission of Covid-19 during youth group meetings through:</p> <p>i) Person to person contact ii) Touching contaminated surfaces iii) Airborne Transmission iv) food and drink</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-bottom: 10px;"> <tr> <td style="width: 30%;">Risk Rating before control measures</td> <td style="width: 30%;">Likelihood</td> <td style="width: 40%; text-align: center;">5</td> </tr> <tr> <td></td> <td>Severity</td> <td style="text-align: center;">5</td> </tr> <tr> <td></td> <td>Overall Risk</td> <td style="text-align: center; background-color: red; color: white;">35</td> </tr> </table> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">Risk Rating after control measures</td> <td style="width: 30%;">Likelihood</td> <td style="width: 40%; text-align: center;">4</td> </tr> <tr> <td></td> <td>Severity</td> <td style="text-align: center;">3</td> </tr> <tr> <td></td> <td>Overall Risk</td> <td style="text-align: center; background-color: green; color: white;">12</td> </tr> </table> | Risk Rating before control measures | Likelihood | 5 | | Severity | 5 | | Overall Risk | 35 | Risk Rating after control measures | Likelihood | 4 | | Severity | 3 | | Overall Risk | 12 | <p>Social Distancing</p> <ul style="list-style-type: none"> Anyone with Covid symptoms or who is self-isolating will be asked to stay at home Rooms will be well ventilated, with open windows and doors when safe. No physical contact between those in different households (except where bubbled) Leaders/Teachers will remain at 2m Social distance from each other Onyx and CIA groups will usually not mix but stay in separate bubbles Group size will be based on ability to socially distance within the available space. Usually there will be no more than 6 including leaders. Masks are not required <p>Cleaning and hand sanitising</p> <ul style="list-style-type: none"> Areas to be used will be cleaned before and after the meeting. It is understood that cleaning the home environment is unlikely to be as easy as the church. Particular attention will be paid to frequently touched surfaces and toilets Everyone will be asked to wash or sanitise hands on arrival and exit Where possible, equipment will not be shared. If sharing, ensure good hygiene. <p>General</p> <ul style="list-style-type: none"> Attendance Registers will be kept as usual Teachers and parents will be given information on procedures and safety measures to be followed Food and drink may be provided. This will be individually packaged where possible. If using serving dishes and utensils to share dishes (e.g. hot foot), pay particular attention to hygiene. | <p>8 Mar 2021</p> |
| Risk Rating before control measures | Likelihood | 5 | | | | | | | | | | | | | | | | | | |
| | Severity | 5 | | | | | | | | | | | | | | | | | | |
| | Overall Risk | 35 | | | | | | | | | | | | | | | | | | |
| Risk Rating after control measures | Likelihood | 4 | | | | | | | | | | | | | | | | | | |
| | Severity | 3 | | | | | | | | | | | | | | | | | | |
| | Overall Risk | 12 | | | | | | | | | | | | | | | | | | |

Environment: Homes used for church meetings (e.g. 20 Barriedale)

| Risks Identified | Control Measures | Review Date | | | | | | | | | | | | | | | | | | |
|--|--|-------------|---|--|----------|---|--|--------------|----|---|------------|---|--|----------|---|--|--------------|---|--|-----------------------|
| <p>Transmission of Covid-19 during church meetings through:</p> <p>i) Person to person contact ii) Touching contaminated surfaces iii) Airborne Transmission iv) food and drink</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <tr> <td style="width: 30%;">Risk Rating before control measures</td> <td style="width: 30%;">Likelihood</td> <td style="width: 40%; text-align: center;">5</td> </tr> <tr> <td></td> <td>Severity</td> <td style="text-align: center;">5</td> </tr> <tr> <td></td> <td>Overall Risk</td> <td style="text-align: center; background-color: #f08080;">35</td> </tr> </table> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <tr> <td style="width: 30%;">Risk Rating after control measures</td> <td style="width: 30%;">Likelihood</td> <td style="width: 40%; text-align: center;">4</td> </tr> <tr> <td></td> <td>Severity</td> <td style="text-align: center;">2</td> </tr> <tr> <td></td> <td>Overall Risk</td> <td style="text-align: center; background-color: #90ee90;">8</td> </tr> </table> | Risk Rating before control measures | Likelihood | 5 | | Severity | 5 | | Overall Risk | 35 | Risk Rating after control measures | Likelihood | 4 | | Severity | 2 | | Overall Risk | 8 | <p>Social Distancing</p> <ul style="list-style-type: none"> Anyone with Covid symptoms or who is self-isolating will be asked to stay at home Rooms will be well ventilated, with open windows and doors when safe. No physical contact between those in different households 2m social distancing will be followed (1m with mitigation) Group size will be based on ability to socially distance within the available space. Masks are not required <p>Cleaning and hand sanitising</p> <ul style="list-style-type: none"> Surfaces that will be touched (table, chair backs, toilet, door handle) to be cleaned before and after the meeting Everyone will be asked to wash or sanitise hands on arrival and exit Where possible, equipment will not be shared <p>General</p> <ul style="list-style-type: none"> Test and trace list will be kept Good hygiene will be followed when serving food. | <p>8 Mar 2021</p> |
| Risk Rating before control measures | Likelihood | 5 | | | | | | | | | | | | | | | | | | |
| | Severity | 5 | | | | | | | | | | | | | | | | | | |
| | Overall Risk | 35 | | | | | | | | | | | | | | | | | | |
| Risk Rating after control measures | Likelihood | 4 | | | | | | | | | | | | | | | | | | |
| | Severity | 2 | | | | | | | | | | | | | | | | | | |
| | Overall Risk | 8 | | | | | | | | | | | | | | | | | | |

CPBC COVID LAYOUT - DRAFT 1



*except for those with accessibility/mobility requirements

CPBC Huxbear Hall – Approximate and not to scale

