



## Coronavirus Risk Assessment for Opening the Church – Tots & Co

### Coronavirus Risk Assessment for Opening the Church

The Baptist Union of Great Britain has developed this risk assessment template working with health and safety consultants from Ellis Whittam to assist churches as they plan for re-opening their premises. We have decided at MREC to adopt the template and amend as required to reflect our own situation.

Government guidance is given on the following webpage [Coronavirus: Guidance For Reopening Church Buildings](#). At this point in time the Welsh Government has not issued any further guidance other than “Any individuals who are self-isolating due to a possible or confirmed case of coronavirus (COVID-19) in the household or extended household; or if they are a contact of a The Regulations require any person who has tested positive for coronavirus, or who has been notified by a contact tracer to self-isolate. Any person self-isolating must not attend a place of worship. Anyone who has symptoms but has not yet had a test, is awaiting a test result, is part of a household of someone with symptoms or who has had a positive test result should also self-isolate and not attend. Read the [guidance on self-isolation](#).

The advice for those who are extremely vulnerable ([formerly shielding](#)) continues to be to minimise their contact with others and to be particularly stringent in following social and physical distancing measures for their personal protection.

No one should feel obligated to return to a place of worship, even if they have a volunteering role that they would normally fulfil.

.” [14 May 21]

This risk assessment should be a living document subject to regular review. It should certainly be reviewed after the first few times our church gathers and after any change in government regulations or guidance to ensure that the assessment of risks remains appropriate and the control measures are appropriate and are functioning as intended.

Date of issue: 17<sup>th</sup> May 2021



<b>Activity:</b>		<b>Should I attend MREC Tots &amp; Co? [RA1]</b>	
<b>Risk:</b>		<b>Coronavirus entering the premises and potentially infecting users of the building</b>	
<b>Persons at risk</b>		Tots & Co Team, parents, carers and children, caretaker, cleaner, contractors	
<b>Risk Rating before control measures</b>	Likelihood	5	<b>Risk Rating after control measures</b>
	Severity	5	
	Overall Risk	35	
	Likelihood		
	Severity		
	Overall Risk		

Control Measures	Control in place (Y/N)	Person Responsible	Comments
1. Ask everyone symptomatic not to attend		Tots Team ( TT)	We have communication with some parents/carers on WhatsApp.
2. All attendees asked to follow government guidance on self-isolation after symptoms and/or positive test/contact tracing/returning from foreign travel. Children who are displaying symptoms of any illness not to be brought.		TT	As above
3. Those attending who have previously shielded to make their own judgement about attendance.		TT	As above.
4. Try and use home toilet before leaving for church to avoid need to use facilities at MREC.		Parents/carers	As above. It is inevitable that small children will need to use the toilet. There are occasional 'accidents' and the disabled toilet is used to change nappies..
5. Social distancing measures to be maintained where possible, including the arrival and departure of the venue.		TT/Attendees	As Above. Small children will not need to social distance. Adults to be advised.
6. Team to provide toys that can be easily wiped and sanitised.		TT	
7. Parents/carers to bring snacks/drinks for themselves and children.		Attendees/TT	Local Snack Shack could be used to purchase hot beverages.
8. No voluntary donation as pound coins are usually used		TT	



Control Measures	Control in place (Y/N)	Person Responsible	Comments
9. Limit Numbers to enable social distancing		TT	Members in WhatsApp will return in first instance – maximum of 13. Tots Team to help on a rota basis to facilitate numbers limitation.



<b>Activity:</b>		<b>Use of Church Building for Tots &amp; Co Meeting (RA3)</b>			
<b>Risk:</b>		<b>Coronavirus entering the premises and potentially infecting users of the building</b>			
<b>Persons at risk</b>		Tots & Co Team parents and carers and children			
<b>Risk Rating before control measures</b>	Likelihood		<b>Risk Rating after control measures</b>	Likelihood	
	Severity			Severity	
	Overall Risk			Overall Risk	

Control Measures	Control in place (Y/N)	Person Responsible	Comments
<b>Parking Arrangements to ensure social distancing is maintained</b>			
1. Allow occupants of adjacent vehicles to get out and commence walking to the building before you do		TT/Attendees	To be advised via WhatsApp Group
2. Avoid close contact with others between parking location and church premises		TT/Attendees	As Above
<b>Entry onto Premises up to designated entrance points</b>			
3. Ensure side gate not used for entry purposes and external hall door remains closed and out of use.		TT	
4. Ensure social distancing markers are in place across forecourt and along frontage of boundary wall		TT	Member of Tots Team to monitor entry.
5. Sanitiser stations to be placed: 1 each side of main hall doors		TT	Member of Tots Team to guide.
<b>Accessing Seating</b>			
6. Chairs to be set out appropriately.		TT	
7. Tots Team direct attendees to seats		TT	As above
8. Toys to be placed so that they can be accessed easily.		TT	



Control Measures	Control in place (Y/N)	Person Responsible	Comments
9. Tots & Co team members to wear masks to protect attendees.		TT	
10. Once seated attendees to remain in allocated seat.		TT/Attendees	Small children move around and parents/carers need to leave seats to help children. They will need to take children to toilet.
<b>During Tots &amp; Co</b>			
11. No Arts and Crafts, singing or using the musical instruments		TT	
12. No cold drinks, tea, coffee, toast to be served		TT	Attendees to be advised to bring own snack/drink.
13. All adults to wear mask unless exempt.		TT	
<b>Welfare</b>			
14. Limit to 1 person per toilet unit (even if it has multiple cubicles), posters etc to ensure social distancing is maintained.		TT/Attendees	
15. All users of toilet facilities to ensure that they apply hand sanitiser immediately before and after use.		TT/Attendees	Hand sanitiser to be located next to toilet main access door.
16. Regular cleaning of surfaces likely to be touched regularly with appropriate sanitiser spray.		TT	
17. Toilets supplied with disposal hand towels or dryers (not a reusable linen towel), hand sanitiser. .		Church	
18. If a child has 'accident' a tots team member to clean area wearing protective gloves and apron, using appropriate cleaning materials.		TT	
19. Pull down baby changing facility in disabled toilet to be sanitised after each use		TT	



Control Measures	Control in place (Y/N)	Person Responsible	Comments
<b>Egress at End of Meeting</b>			
20. Tots team leads to oversee safe exit of attendees to ensure social distancing is maintained.		TT	Leaving to be staggered. .
21. Hand sanitiser stations to be made available at all exits		TT	Use is voluntary
22. No hanging around in building or on forecourt. All to return to vehicles or make way home immediately after egress from building.		TT/Attendees	To be advised.



## Review/Revision Record

Date of Review	Confirmed by	Comments
27/04/21	Beckie Clough	Initial Draft
17/05/21	R. A. Clough	Review and accepted