



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 “The advice for those who are at increased risk of severe illness from coronavirus (COVID-19) and the extremely vulnerable group who are 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. However, they may decide, for their wellbeing, to attend a place of worship despite the additional risk this poses to them. In this case they and anyone with them should strictly follow the social distancing guidance. No one should feel obligated to return to a place of worship, even if they have a volunteering role that they would normally fulfil.” [10 August 2020]

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: 14th November 2020

Updated: 26th February 2022



Activity:	Should I attend MREC Meetings? [RA1]		
Risk:	Coronavirus entering the premises and potentially infecting users of the building		
Persons at risk	Leaders, members, attendees, cleaners		
Risk Rating before control measures	Unacceptable	Risk Rating after control measures	Tolerable

Control Measures	Control in place (Y/N)	Person Responsible	Comments
1. Ask everyone symptomatic not to attend		Leadership Team	
2. All attendees asked to follow government guidance on self-isolation after symptoms and/or positive test/contact tracing/returning from foreign travel.		Leadership Team	
3. Ask vulnerable not to attend in person		Leadership Team	Current WG Guidance does not ban particular individuals from attending. <i>Recommend that any adults at increased risk do not lead S Club at this time.</i>
4. Try and use home toilet before leaving for church to avoid need to use facilities at MREC.		Individuals	
5. All contractors to complete the 'Contractor Checklist' (Appendix 6 of Guidance on Re-opening churches).		MREC Representative	
6. Face masks are required to be worn by all individuals over 11 year old, unless they are leading the meeting.			



Activity:	Pre-meeting checks [RA2]		
Risk:	Coronavirus entering the premises and potentially infecting users of the building		
Persons at risk	Leaders, members, attendees, cleaners		
Risk Rating before control measures	Unacceptable	Risk Rating after control measures	Acceptable

Control Measures	Control in place (Y/N)	Person Responsible	Comments
1. Undertake the Ellis Whittam's 'Pre-Event Checklist' (Appendix 2 of Guidance on Re-opening churches).		H&S Trustee	
2. Display suitable posters to ask people with symptoms not to enter the building (see our Coronavirus poster library)		H&S Trustee / Publicity Committee	
3. Ensure that there is sufficient stewarding presence to suit the meeting.		YP Leaders	
4. All contractors to complete the 'Contractor Checklist' (Appendix 6 of Guidance on Re-opening churches).		MREC Representative	
5. Provide information to those who may wish to attend.		H&S Trustee / Publicity Committee	Consider video to explain and illustrate the procedures that will be in place.
6. Inform local area of the procedures we have put in place.		H&S Trustee / Publicity Committee	



Activity:	Use of Church Building for Sunday School Meeting during the morning service (children aged 4-11 years old) [RA3]		
Risk:	Coronavirus entering the premises and potentially infecting users of the building		
Persons at risk	Leaders, members, attendees & cleaners		
Risk Rating before control measures	Unacceptable	Risk Rating after control measures	Acceptable

Control Measures	Control in place (Y/N)	Person Responsible	Comments
Arriving at S-Club Meeting:			
1. Sanitiser station to be available at the entrance to the room.		Leaders	Leaders to ensure all attendees use the sanitiser station on entry.
Seating Arrangements:			
6. The allocated room only will be used for S-Club meetings.		Leaders	
7. Fabric sofas and chairs can be used for seating.		Leaders	The use of fabric chairs is permissible, as they will then not be used until the following Sunday - leaving them a week of quarantined time.
9. A maximum number of 15 attendees will be allowed to attend on any one occasion.		Leaders	There are currently no set limits on the numbers of children under 18 that can take part in these activities.
During the Meeting:			
11. No issuing of bibles (attendees will be encouraged to bring their own if necessary).		Leaders	
12. Worksheets to be prepared in advance and left untouched for 72 hours before the meeting.		Leaders	One leader will have responsibility for overseeing the use of the worksheets.



Control Measures	Control in place (Y/N)	Person Responsible	Comments
13. Any pens and pencils used by the children will be left in the room and not used again until the following week.		Leaders / Attendees	Per family a set of pens / equipment etc will be provided that is allocated to them for their sole use and can be put in a bag / container each week.
Food and Games:			
16. No games involving any form of contact will be organised and are permitted.		Leaders	
Welfare:			
17. Attendees encouraged to use home toilet facilities before attending the meeting.		Leaders / Attendees	
18. Limit to one person per toilet unit (even if it has multiple cubicles), posters etc to ensure social distancing is maintained.		Leaders	Leaders to oversee flow of users.
19. All users of toilet facilities to ensure that they apply hand sanitiser immediately before and after use.		Attendees	Hand sanitiser to be available in church entrance and outside the allocated room.
20. Regular cleaning of surfaces likely to be touched regularly with appropriate sanitiser spray and a general clean to be carried out prior to and following the meeting (within a reasonable time period before any further church-based meetings are held).		Leaders / Church cleaning employees	
21. Toilets supplied with disposal hand towels or dryers (not a reusable linen towel).		Leaders / church cleaners	
Egress at End of Meeting:			
24. Hand sanitiser stations to be made available at all exits		Leaders / Attendees	Use is required by Welsh Government guidelines



Review/Revision Record

Date of Review	Confirmed by	Comments
10/11/20	R. A. Clough	First review of v1
14/11/20	R. A. Clough	Amendment following validation prior to meeting commencement.
05/05/21	R. A. Clough	Amendment following update in line with WG guidance
26/02/22	R. A. Clough	Amendment following update in line with WG guidance

I have read the risk assessment and understand and accept its contents form part of my job role. I will keep myself informed of any changes

Staff Member Name (Print)	Signature	Date