



**The Benefice of
Pimperne, Stourpaine,
Durweston with Bryanston**

COVID-19 Opening for Services - Risk Assessment

This Risk Assessment only covers those risks immediately associated with COVID-19, general risks concerning the running of activities in the Church are covered by the PCC Risk Register.

Serial No	Risk	Before Mitigation			Mitigation	Who	When	After Mitigation	
		Likelihood	Impact					Likelihood	Impact
1	There is a risk that an individual may come into contact with someone infected by the Covid-19 virus.	High	High	1	Enforce Social Distancing guidelines from HM Gov – 2m	CW	Before Opening the church	Low	High
				1a	Seating is marked for Social Distancing for households or individuals. A large household may reduce other seating arrangements	CW	Before Opening the church		
				1b	If possible, put in place a circulatory system in the Church	CW/ Admin	Before Opening the church		
				1c	Seating takes into account circulatory system	CW/ Admin	Before Opening the church		
				1d	Notices are placed to remind individuals to social distance	CW	Before Opening the church		
				1e	Provide separate Exit where possible	CW	Before opening of the church		
				2	Ensure that entrances/exits can cope with separation requirements or there is a mechanism in place to control entry and exit. (see below)	Rota	During Opening		

Serial No	Risk	Before Mitigation			Mitigation	Who	When		After Mitigation	
		Likelihood	Impact						Likelihood	Impact
				3	All gates to Churchyard to be left open	Rota	Before Opening			
				4	Use of floor markings to control circulation.	CW	Before Opening the church			
				5	A Sideperson to be present to guide people to seats and control exit to ensure social distancing is maintained	CW	Before, during and after Service			
				6	Face Coverings* may be worn	Individual	During presence in Church			
				7	Open windows to reduce risk of Virus lingering in the air	Rota	While the Church is Open			
				8	Individuals who may have symptoms are requested not to enter the church - using a Notice	Individual				
				9	Individuals are not allowed to sing.	All				
				10	No Wind instruments to be played, except the Organ					
2	There is a risk that an individual may contact Covid-19 from	High	High	1	Request all individuals on entering the Church to use Sanitiser. Sanitiser to be provided at Entrance	Rota	Before Opening the church			

Serial No	Risk	Before Mitigation			Mitigation	Who	When		After Mitigation	
		Likelihood	Impact						Likelihood	Impact
	contact with a contaminated surface			2	Request all individuals on leaving the Church to use Sanitiser. Sanitiser to be provided at Exit	Rota	Before Opening the church			
				3	Notices provided to ensure the above	CW	Before opening the church			
				4	Doors to be left open so that individuals do not have to touch them	Rota	Before Opening the church			
				5	All Bibles, prayer books, service sheets and hymn books to be removed from public areas of the church.	CW	Before Opening the church			
				6	All soft furnishings to be either be removed from the public areas or moved into pews that are not in use.	CW	Before Opening the church			
				7	Other areas of the Church, including other associated buildings are closed off.	CW	Before Opening the church			
				8	Seats to be sanitized after use or left for 72 hours	Rota	During Opening or when church is closed.			
				9	Door furniture to be sanitised when the church is opened for and after private prayer	Rota	Before and after opening the church			

Serial No	Risk	Before Mitigation			Mitigation	Who	When	After Mitigation	
		Likelihood	Impact					Likelihood	Impact
				10	All gates to Churchyard to be left open to reduce cross contamination	Rota	Before opening the church		
				11	Allow Church to remain empty for 72 hrs between openings.	CW	After and before Church use		
				12	Individuals cleaning seats etc are to wear disposal gloves, which are to be treated as contaminated waste, see below.	Rota	A necessary		
				13	Provision of 'single use' service sheets	Rector/ Admin	Before Service		
				14	Communion linen to be put in a plastic bag and stored for 72 hours before being washed.	CW/Priest	After the service		
3	There is a risk that contaminated waste could pass on the virus			1	All used potentially contaminated gloves and paper towels to be disposed of in a bin lined with a plastic bin bag. When the church closed, bin bag is sealed and placed in another bin bag before disposal into 'Wheelie Bin'	Rota	After cleaning		
				2	All people cleaning or handling potentially contaminated waste are to wear disposal gloves.	Rota	When Church is closed		

Serial No	Risk	Before Mitigation			Mitigation	Who	When	After Mitigation	
		Likelihood	Impact					Likelihood	Impact
4	There is a risk of catching Covid-19 through Communion			1	No communal vessels to be used for the administration of Communion – Only the Host to be administered to the people	Priest	Before & during Service		
				2	Preparation of Communion vessels etc to administered by the celebrant, who will wash and sanitise his/her hands before and after the preparation.	Priest	Before Service		
				3	People's wafers to be left covered until administered to an individual by placing in hand	Priest	During Service		
				4	The Celebrant is to sanitise hands immediately before administering to the people	Priest	During Service		
				5	The Celebrant should wear a face covering while administering to the people	Priest	During Service		
				6	The people to receive communion at their pew	People	During Service		
5	There is a risk that using the toilet** may pass on Covid-19			1	Ensure that toilet is cleaned before the service and after in accordance with Government guidelines	CW	Before and after Service		
				2	All users of the toilet are to use sanitiser before entering and wash	Individuals/ CW			

Serial No	Risk	Before Mitigation		Mitigation	Who	When	After Mitigation	
		Likelihood	Impact				Likelihood	Impact

*There are currently no general Government guidelines for the wearing of face coverings and it is an individual's preference. However, if this changes then the 'may' could become 'must'.

**The CoE is recommending that where toilets exist, that they are open for use, but this is an individual church decision

Notes:

Abbreviations:

CW – Church Warden(s)

Rota – Individual Present at time of opening

Admin – Benefice Administration

Track and Trace Requirement

In order to support the NHS Test and Trace programme, the Government Guidelines require that contact details (name and telephone number) for all visitors, as well as recording times entering and leaving the place of worship are collected and stored for 21 days. There is a consent form at the end of this Risk Assessment that should be completed by every attendee

General Comment:

As the Church Buildings have been closed for some time there is a need to have clean them and air them in accordance with the guidelines issued by CoE here: [General advice on accessing church buildings can be found here.](#)

Individual Church Agreed Actions:

- One of the Churches in the Benefice will open a Service of Communion or Daily Prayer at 4pm on Sundays
- This allows for the church building to be been closed for 72 hours between periods of planned openings therefore there is no need for cleaning.
- If 72-hour closure is not possible then the church will need to be cleaned in accordance with CoE guidelines and Public Health England guidance on cleaning in non-healthcare settings.
- Service Capacity
 - At Durweston – 15 individual or household groups
 - At Pimperne – 15 individual or household groups and separate Entrance and Exit will be used
 - At Stourpaine – 20 individuals or household groups.
- The toilet at Durweston will open/remain closed. – **decision awaited**
- The toilet at Pimperne will open/remain closed. – **decision awaited**
- All other mitigation actions will be in place as per the Risk Assessment above
- A Sideperson will be needed.
- Pews not to be used to maintain social distancing will be cordoned off.
- All cleaners provided with gloves (ideally disposable).
- Suitable cleaning materials are to be provided – antiviral spray and paper towels
- The individual on rota will be responsible for removing potentially contaminated waste (e.g. hand towels) from the site when closing locking up the church.

Church		
Church Wardens		
Signatures:		
Date		

Consent form for places of worship and those handling sensitive information

In order to support the NHS Test and Trace programme, we are taking contact details (name and telephone number) for all visitors, as well as recording times entering and leaving [name of place of worship].

In line with guidance issued by the Department for Health and Social Care, we will keep your details safely and in compliance with GDPR legislation for 21 days before securely disposing of or deleting them. We will only share your details with NHS Test and Trace, if asked, in the event that it is needed to help stop the spread of coronavirus. We will not use your details for any other purposes or pass them on to anyone else.

Thank you for your understanding.

If you agree to providing your information for this reason, please complete the following form:

Name

Tel. No

Time of
Service

Signature

Date
