

Swindon Evangelical Church														
Risk Assessment														
for														
Re-opening Church Building for Sunday Worship Services							Completed by: Luke Moody (Deacon)				Date: Jul-21			
Risk can be defined as the likelihood of an event happening combined with the severity of its consequences. It can be quantified as: Risk = likelihood x severity Using a range of 1 to 5 to describe both likelihood and severity results in a risk range of 1 to 25. The risk can be broken down into three categories - Low (1 to 8), Medium (9 to 15) & high (16 to 25).														
Please add any other relevant details here: This assessment applies to two worship meetings on a Sunday. Any other activities (including creche or children's groups) require a separate risk assessment														
Risk assessment procedure:														
1. Identify potential risks														
2. Using your judgement assign a value to the likelihood and severity														
3. Consider actions that can be taken to reduce the risk.														
4. Assign new values to likelihood and severity.														
5. If the reduced risk is still high reconsider your proposed activity.														
6. Add as many rows as you wish, the risk will calculate as you go.														
7. Risk Assessment to be approved by the Trustees before an activity can commence														
Potential risks		Severity	Likelihood	Risk		Action to reduce risk			Responsibility	Severity	Likelihood	Reduced Risk		Review
		1 to 5	1 to 5	Sev x Lik	L, M, H	(Mitigation)				1 to 5	1 to 5	Sev x Lik	L, M, H	
Health	People falling ill at church	5	2	10	medium	Send home as soon as possible to self isolate if showing COVID-19 symptoms Request that they get tested for COVID-19 Encourage NHS Test and Trace QR scanning	Duty Deacons			5	2	10	medium	
	Arriving at church with COVID-19 (with or without symptoms)	5	3	15	medium	Give clear messaging that nobody with symptoms, or if they are required to self-isolate should attend - posters, website and email communications Send home as soon as possible to self isolate if showing symptoms Request that they get tested for COVID-19 Encourage NHS Test and Trace QR scanning/provision of contact details	Sub-Group			5	1	5	low	
	Individuals at risk arriving at church	3	2	6	low	Give clear messaging that those vulnerable/at risk should follow Government protocol - email/letter communication Nobody with symptoms should attend - posters, website and email communications	Sub-Group			3	1	3	low	
During Service	Too many people gathering at door (entering or exiting the church)	3	5	15	medium	Welcome outside - not in foyer Prop open internal doors (where possible) Multiple hand sanitiser stations Separate exit (pulpit end, via garden and through side doors)	Duty Deacons			3	2	6	low	
	People engaging in close conversation with or shaking hands with the pastor/preacher	4	4	16	high	Remind congregation of importance of respecting distance - posters and email/letter Recommend wearing of face coverings No instigation of hand shakes	Sub-Group			4	2	8	low	
	Congestion whilst serving or consuming refreshments	3	3	9	medium	Serve refreshments from School Room hatch Encourage those taking refreshments to spread out or use garden	Sub-Group			3	2	6	low	
	Room capacity exceeded	3	4	12	medium	Overflow room in school room Duty stewards responsible for seating individuals upon arrival	Sub-Group			2	3	6	low	
	Congregation too close together	3	4	12	medium	Seat rows 1.1m apart Encourage empty seat between households Recommend wearing of face coverings	Sub-Group			2	3	6	low	
	Congestion in corridors	3	4	12	medium	One-way direction in corridors - clearly marked Social distancing lines to remain	Duty Deacons			3	2	6	low	
	Congestion in toilets	3	4	12	medium	Limit toilet capacity (one at time) and communicate through signage	Duty Deacons			3	2	6	low	

