

HEALTH AND SAFETY RISK ASSESSMENT

PROPERTY	Christ Church Purley	LOCATION	Brighton Road (between 861 & 863), Purley, Surrey. CR8 2BN		
MINISTRY AREA	All	ASSESSMENT DONE BY	Tom Griffiths	DATE	11 September 2020
ACTIVITY	Church centre use as affected by Covid-19				
GROUPS AT RISK	Staff, volunteers, congregations, and hirers			REVIEW DATE	Jan 2021

Hazard and Risks	Control measures introduced June-Sept 2020	Risk Level (High, Medium, Low)	Further precautions √/x (If √ See Action)
Staff may catch COVID while at work	<p>A range of protective measures has been put into effect, based on Government and C of E guidance.</p> <p>The Church Office will update and re-issue the measures, as recommended by Government and Church authorities.</p> <p>See attached list "Checklist of preparations" version 1</p>	High	√
Church congregation and volunteers may catch COVID while at Church	<p>A range of protective measures has been put into effect, based on Government and C of E guidance.</p> <p>The Church Office will update and re-issue the measures, as recommended by Government and Church authorities.</p> <p>See attached list "Checklist of preparations" version 1 See attached Checklist of preparations for sound recording</p>	High	√

Hazard and Risks	Control measures introduced June-Sept 2020	Risk Level <i>(High, Medium, Low)</i>	Further precautions √/x (If √ See Action)
Arising from the Church Centre being out of use for an extended period	<p>Church Centre to be inspected at regular intervals: Integrity of doors and windows Condition of churchyard Full interior inspection, including plumbing, heating and water heating. Church centre was inspected and aired before re-opening. Normal routine maintenance contracts carried out.</p> <p>See attached list version "premises check version 1"</p>	Medium	√
Arising from the control measures: fire doors being left open	It is considered that the fire risk is lower than the COVID transmission risk	Low	X
<p>Arising from the activities of hirers</p> <p>COVID infection reported by staff or hirers</p>	<p>Hirers are obliged to carry out their own risk assessments and submit them in advance to the Office.</p> <p>A hirer or their visitors may endanger others. Generally, this is addressed by asking them to maintain control of their activities, and by information of our control measures being prominently posted around the Church Centre.</p> <p>Hirers may fail to capture attendance/ test-and-trace information Church centre to be immediately closed for 72 hours</p>	<p>Medium</p> <p>High</p>	√

Hazard and Risks	Existing Control Measures	Risk Level <i>(High, Medium, Low)</i>	Further precautions √/x <i>(If √ See Action)</i>
Fire, evacuation, and all normal risks	Covered by existing risk assessments	Medium	X

ACTION PLAN	
(Additional Control Measures Required/Recommended Actions)	
Hazards And Risks	Recommended Actions
Staff COVID safety	Office to publish and distribute lists of actions taken
Congregation and volunteer COVID safety	Office to publish and distribute lists of actions taken
Preparation of premises	Office to maintain records of inspections and preparations.
Hirer risk assessments	Office to keep full files of Risk Assessments, and also attendance/ contact lists

Please note:

Following an assessment if no further actions are assessed to be required please mark an **X** in the “Further Actions” box. If, however, additional controls or actions are assessed to be required place a \checkmark in the box and note the action plan.

Any further actions identified should be completed before the assessed task/event is carried out.