

Addendum and notes for the COVID Risk Assessment for St. Anselm's Church, Hayes.

Introduction

In carrying out the Risk Assessment we have considered the factors outlined in the Church of England Risk Assessment Template and other documents on the Church of England COVID pages.¹

Notes

See note numbers in Risk Assessment

1. A one-way system has been introduced with the main entrance being the front door (usual entrance) and the exit being the back door (next to the toilet). Signs have been put up to discourage access into church via the back door. Floor arrows have been installed to indicate the direction of travel in the building.
2. Livestreaming equipment has been properly installed with all cables run through existing cable runs. Equipment was installed by professionals and is safely isolated.
3. A booking system is only required if we feel we may exceed a safe limit as outlined below. We do not see this being required for daily or Sunday worship.
 - a. Max numbers for a safe environment: Max 60 in nave, 20 in clergy quire, 10 in chancel. This allows a min of 2m distancing in the nave, quire and chancel. With the one-way system in place, no singing or touching during the service and with floor markers to indicate safe distances this is safe and reasonable. Using these tools the actual figure for the nave is nearer 80, however we feel 60 would be safer.
 - b. Numbers for general Sunday worship. Max 60 in nave, 10 in chancel.
 - c. A hand sanitiser station has been installed at the entrance to the building and COVID-19 banners with instructions on social distancing and safe behaviour will stand either side of it.
 - d. Floor markers will indicate one-way system of moving, safe distances and reminders to keep 2m distance.
 - e. A sign in the toilet will be placed to demonstrate how to efficiently wash your hands and a new hand soap dispenser has been installed.

¹ <https://www.churchofengland.org/resources/coronavirus-covid-19-guidance-churches>

- f. We will follow the Church of England guidance on Holy Communion closely.²
 - g. Safe distances on pews will be indicated with large 'sit here' signs. People will be expected to use their common sense when sitting in small family groups and this will be re-iterated to people at the introduction to services and by sidemen.
 - h. We will encourage people to arrive up to 30 mins before services to avoid queues. Sufficient space with floor markers is being created inside the building to avoid external lines of people waiting to come in. Given the numbers involved we believe external queues will be unlikely and no further action is necessary.
4. We have purchased specialised spray to de-contaminate common areas such as door knobs (although we will attempt to keep doors open to reduce this risk). Before each service these high-use areas will be sprayed. We have also purchased a fogger which is used after each service. Daily cleaning is undertaken to keep spaces clean.

² <https://www.churchofengland.org/media/20891>