



## **Risk assessment for services at BEC**

**Company name:** Bessacarr Evangelical Church  
deacons

**Assessment carried out by:** Staff, elders &

**Date of next review:** November 2020

**Date assessment was carried out:** October 2020

This risk assessment considers the use of the Bessacarr Evangelical Church (BEC) church building for services during the COVID-19 pandemic and outlines the measures taken to reduce the risk of further spread of COVID-19 coronavirus.

The church building comprises of a main meeting room (11m x 7.7m), smaller meeting room (5.5m x 5.1m), entrance hall, kitchen, toilet facilities and smaller lounge and office areas. Four staff members regularly use the building, with church members and others of the public coming in for work or maintenance.

This risk assessment has been undertaken in consultation with staff, elders and deacons.

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	What further action do you need to take to control the risks?	Who needs to carry out the action?	When is the action needed by?	Done
<p><b>Spread of COVID-19:</b> From infected individuals.</p>	<p>Anyone entering the church building – staff, church members, visitors, contractors.</p>	<p>Adhere to government guidelines on self-isolation. Guidelines indicate that anyone experiencing a new continuous cough, high temperature, loss or change in sense of smell/taste should self isolate for 7days and members of their household for 14 days pending results of a COVID-19 test.</p> <p>Limit access to the building.</p>	<ul style="list-style-type: none"> <li>• Re-iterate government guidelines to anyone intending to use the church building/attend services.</li> <li>• Keep up to date with any change to government guidelines.</li> <li>• Maintain registers of anyone using the church building to facilitate 'track and trace'.</li> </ul>	<p>KM</p> <p>KM</p> <p>KM</p>	<p>October 2020</p>	<p>Yes</p> <p>Yes</p> <p>Yes</p>

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	What further action do you need to take to control the risks?	Who needs to carry out the action?	When is the action needed by?	Done
<p><b>Spread of COVID-19:</b> Due to surface contamination.</p>	<p>Anyone entering the church building – staff, church members, visitors, contractors.</p>	<p>Cleaning materials are available for anyone using the building to clean any surfaces after use.</p>	<ul style="list-style-type: none"> <li>• Cleaning before and after use.</li> <li>• Hand sanitisers at entry/ exit.</li> <li>• Limit access to foyer, main hall and disabled toilet.</li> <li>• Visitors to use disabled toilet. Spray and wipes available for after use.</li> <li>• Use of plastic chairs in main hall area.</li> <li>• Doors and windows kept open where possible.</li> </ul>	<p>Staff</p> <p>Staff</p> <p>TL/IC</p>		<p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p>
<p><b>Spread of COVID-19:</b> Due to lack of social distancing.</p>	<p>Anyone entering the church building – staff, church members, visitors, contractors.</p>	<p>The church building is not currently in regular use other than for 3 or 4 staff members.</p>	<ul style="list-style-type: none"> <li>• Adhere to guidelines on the number of people who can attend a service.</li> <li>• Seating in standard arrangement to allow for social distancing.</li> <li>• Signage as reminders to ensure social distancing.</li> </ul>	<p>TL/KM</p>		<p>Yes</p> <p>Yes</p> <p>Yes</p>

