

COVID-19 Risk Assessment St Michael's Wedding

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| Group: St Michael's & St Marys Wedding | Site: St Michael's & St Mary's Church Building |
| People at Risk: Volunteers and congregation | |
| Contact Person: Revd Anna Moore Job Title: Rector | Review Date: 1.12.20 |

Risk Evaluation

| Hazard | Risk | Initial Rating (L/M/H) | Control Measures | Final Rating (L/M/H) | Additional Action Required (action by whom and completion date) |
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| What's the COVID transmission risk factor? | Who is the risk to? | Is this risk Low, Medium or High? | What measures will you put in place to reduce the risk identified? | How has the rating changed as a result? | What else can you do to minimise risk? |
| Congestion on entry to church | Congregation | M | Hand-sanitizers at door. Sidespersons in place to monitor social distancing and encourage through-traffic – one way system in place at St Michaels – St Mary's are led by the vergger to their seats and when leaving are briefed by the vergger | L | |
| Breaking of 2m distancing | Everyone | M | People led to their seats from the door. Phased leaving of the church from the back. No crossing of pathways in church. | L | Regular reminders to congregation on social distancing measures |
| Transmission within pews | Congregation | M | Pews in use 2m apart. No congregational singing. Wearing of facemasks enforced. No singing while music is playing. All outer doors kept open during service. Congregation remain seated in pews throughout the service. Single-use orders of service and | L | Vergger encouraged to enforce facemask wearing and social distancing |

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| | | | pew sheets are to be taken away after the service. Maximum 30 guests at St Mary and 40 at St Michaels including Rector Organist and Verger | | |
| Transmission from lectern | Readers/Intercessors | L | Lectern socially-distanced in placement. Readers and intercessors not to touch lectern. Lectern cleaned after services | L | |
| Unsupervised children moving in Church | Congregation | M | Children to stay with parents at all times. | L | Parents kept informed of current practice and encouraged back to church safely |
| Music within church | Worship leaders | M | Appropriate extended social distancing where singing is occurring. Facemasks available, especially when not leading worship. Musicians take seat before service begins. Non-professional singers to be seated further from congregation and appropriately distanced. | L | Briefing to be made by Director of Music |
| Signing Registers | Bride/Groom & Witnesses | M | Bride and groom sign register at the altar in St Marys and the Choir vestry at St Michaels. Hand sanitiser used before signing. After signing the pen is wiped clean with antibacterial wipe. Witnesses to sign socially distanced. Photos are only of the bride and groom unless socially distanced from the witnesses or are in the same bubble. | L | Clear direction from verger and Rector ensuring hand sanitiser available and wipes. |
| Residual contamination | Infection passing between services | M | Cleaning after every service using Dettol all in one spray – effective as per website | L | |

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| | | | https://www.dettol.co.uk/about-us/understanding-coronavirus/ | | |
| Extended passing on of infection | Community | M | Track and Trace at every service with contact details kept for 21 days in safe | L | |
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