SACRED HEART CHURCH, WIMBLEDON, CORONAVIRUS PRECAUTIONS

REVISED ARRANGEMENTS FOR THE USE OF THE CHURCH AND HALLS - AUGUST 2021`

INTRODUCTION

1. In view of the lifting of legal requirements for controlling the spread of the Coronavirus, we have reviewed the current restrictions on the capacities of the church and halls for meetings and other activities. The introduction of widespread vaccination has provided the opportunity to meet and socialise in a more relaxed way.

CHURCH BUILDING

1. For the church building, it is intended to remove the string barriers on the pews as from the second weekend of September following an announcement in the first News and Views after the summer recess. Parishioners will be asked to show consideration for others by leaving some space between other, non-family, members of the congregation. Hand sanitising and the wearing of face masks will continue to be encouraged.
2. Other users of the church must consider carefully how they will place people to enable social distancing. They will be required to submit a risk assessment prior to the event and to maintain their own track and trace records. The NHS QR code poster in the church can be used for this purpose as it will identify the event by date and time. The church will provide hand sanitisers and furniture sanitising materials for cleaning after the event.

HALLS

1. We are proposing that, for the use of parish halls, the current Covid limit on capacities will no longer apply and that each hirer will decide the maximum number they are prepared to accommodate, taking into account the nature of the activity involved and the ages and vulnerability of those attending.
2. We will revert to the normal use of kitchens and the use of crockery etc for catering purposes.
3. Each hirer will be required to carry out a risk assessment which should be submitted to the parish before the event. A Word template is annexed to this notice which can be adapted for most lettings.
4. We want to emphasise
   1. the normal maximum capacities as shown on the booking form for each of the areas cannot be assumed to be safe in the current state of the pandemic;
   2. if there is a serious deterioration in infection rates we may have to revise these arrangements in the light of local or national guidance
5. In preparing the risk assessment hirers should consider the following
   1. pre-booking by participants if they think the event is likely to be oversubscribed
   2. making best use of natural ventilation
   3. encouraging appropriate social distancing,
   4. hand sanitising
   5. regular sanitising of common contact points such as seating, and door handles.
6. agreeing with participants on whether facemasks should be required to be worn at any point of the meeting.
7. Keeping a Track and Trace record of attendees.

**OUTLINE RISK ASSESSMENT**

**[*Name of Group/Activity*] Risk Assessment for the use of [*Hall*]– [*Date*]**

|  |  |  |  |
| --- | --- | --- | --- |
| **Group members and volunteers fall in the [*xxx age group(s)*]**  **This risk assessment references the particular provisions which will be made to keep attendees safe and minimise any spread of Covid.**  **The meeting is [*outline purpose of meeting*].** | | | |
| **Activity/Risk Area** | **Probability** | **Impact** | **Action(s) required** |
|  | **Key: VL = Very Low, L = Low,**  **M =Medium, H = High** | |  |
| The accommodation can be safely organised for [*x attendees, including volunteer organisers*] |  |  |  |
| Ventilation |  |  |  |
| Group activities – singing, games etc |  |  |  |
| Volunteer awareness of measures put in place to mitigate risk. |  |  |  |
| Shortage of volunteers. |  |  |  |
| Compliance with Track & Trace system. |  |  |  |
| Reception Arrangements |  |  |  |
| Table layout & chairs |  |  |  |
| Potential spread of Covid virus   * Wearing of masks * Hand sanitising * Sanitising of common contact points |  |  |  |
| Catering Arrangements |  |  |  |
| Other risks associated with planned activities |  |  |  |
| Catering arrangements |  |  |  |
| Post meeting clear-up |  |  |  |