

Risk assessment template

Name: Kings Church Iver - Hub

Assessment carried out by: Peter Darkins

Date of next review: following gov updated

Date assessment was carried out: 19/4/21

Hub Tuesday 9:30-11.30 (This will include set up and set down time prior to and after the event) This includes Mums & young children under school age + Kitchen helpers.

The following is applicable to step 2

Main Document

<https://www.gov.uk/government/publications/covid-19-response-spring-2021/covid-19-response-spring-2021>

Ref (22/2/21) Step 2 will take place no earlier than 12 April, subject to an assessment of the data against the four tests. If Step 2 is delayed, subsequent steps will need to be pushed back in order to maintain the necessary five week period to assess the impact of each step and provide notice.

All children will be able to attend any indoor children's activity, including sport, regardless of circumstance. Parent and child groups of up to 15 people (not counting children aged under five years old) can restart indoors. Ref page 26

Church Guidance

<https://www.gov.uk/government/publications/covid-19-guidance-for-the-safe-use-of-places-of-worship-during-the-pandemic-from-4-july>

Ref (12/04/21) Step 2 From 12 April, parent and child groups can take place indoors as well as outdoors (other than in private homes or gardens) if they are for the benefit of children aged under 5 and organised by a business, charity or public body. This includes groups that are primarily focused on social and developmental activities.

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>Coronavirus being present</p> <p>(COVID-19) –</p> <p>Risk of infection</p>	<p>Mums, toddlers, helpers from COVID 19 infection</p>	<p>Hand washing facilities with soap and water in place in the Kitchen and W/C's.</p> <p>Drying of hands with disposable paper towels</p> <p>Temp gun available Visor available Hand sanitizer available Sanitizer spray available</p>	<p>Kitchen helpers to wear masks and stay inside kitchen</p> <p>Drinks in non disposable cups to be taken from door hatch to tables. Used cups to be put in bowls to be washed up. Washed up with use of gloves by Kitchen helpers. Biscuits to be in small sealed packets for use of single person</p> <p>Mums to bring and wear own masks</p> <p>Toilets max 1 person queuing inside foyer</p>	<p>Kitchen staff</p> <p>Mums/Sally</p> <p>All</p> <p>All (sign to be displayed)</p>	<p>On the day</p> <p>On the day</p> <p>On the day</p> <p>On the day</p>	

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			<p>Toilets to have hand sanitiser available to be used on entry & exit</p> <p>Wipes to be available for people to wipe down handles and other surfaces touched ie taps /toilet seat etc following individual use</p> <p>Temperature check on arrival. Person undertaking this to wear mask</p> <p>Record names & contact details for track & trace. (table and list to be available to sign after temp check)</p>	<p>Sally/Rachel</p> <p>All</p> <p>Sally</p> <p>All</p>	<p>On the day</p> <p>On the day</p> <p>Prior to people entering secured area</p> <p>Tuesday</p>	

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			<p>Require all if experiencing any Covid symptoms not to turn up. Correspondence about event to note this requirement</p> <p>Chairs. One chair per adult Prior to leaving stack chair in area to be quarantined for 72 hours.</p> <p>Equipment to be isolated in safe area after meeting for any COVID 19 to die off as equipment will not be used for more than 72 hours. Tidy up to take place by mums as they leave</p> <p>Equipment cleaning. Normal cleaning required prior to next use as necessary as will not be</p>	<p>Sally/Rachel</p> <p>Individual mums on leaving</p> <p>Mums</p> <p>Rachel/Sally</p>	<p>As invite goes out</p> <p>Tuesday</p> <p>Tuesday</p> <p>Prior to next Hub meeting</p>	

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			<p>used for more than 72 hours</p> <p>Children put toys in their mouth so to limit issues between children keep to large toys/ soft play areas. Reduce any small toys to manageable items that can be cleaned after use or put in quarantine area.</p> <p>Singing. Sally to sing to teach children without mask but from 2m away. Mums not allowed to sing</p>	<p>Sally/Rachel</p> <p>Sally</p>	<p>During meeting</p> <p>During meeting</p>	
			<p>Groups chatting prior to start and as the event closes to adhere to the group of 6 rule</p>	<p>All</p>	<p>During meeting</p>	

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More information on managing risk: www.hse.gov.uk/simple-health-safety/risk/