

**St Peter and St Paul's, Shepton Mallet – Risk assessment and Mitigation**

Running Children's and Youth Groups on Sunday mornings during CV19 pandemic

Date: 19<sup>th</sup> October Review after 2 months

Serial No.	There is a risk that:	Likelihood 3 = High 1= Low	Severity 3 = High 1 = Low	L x S Red/high Yell/mod Grn/low	Mitigation Actions and Leads Group Leader (GL) Benefice Administrator (BA) Churchwarden (CW)	Leads	Preparation
1	CV19 will be contracted/carried by a young person or adult attending one of the groups and then transmitted to the community.	3	3	9	Check records of "regular" attendees for accuracy of contact details. Take new attendees contact details on parental consent form at first visit. Keep a register of attendees (including adults) every week.	SB-J GL RL	done
2	There will be insufficient distancing between people / groups.	3	3	9	Use the outdoor space if weather permits ( <i>subject to separate risk assessment</i> ) Indoor meetings to be held in the largest room available (ground floor PSR) and total attendees limited to 15 (including adults) Group Leader to remind attendees about social distancing requirements at start. Set out 2m distanced seating/tables for individuals/households One-way flow in doorway and hall of PSR. All adults and children over 11 are to wear masks or visors at all times within the building. Note leader may remove mask to facilitate teaching so long as >2m distance is maintained. Doors and windows of meeting room to remain open for ventilation.	GL GL GL GL GL GL	Room Set up  Supply spare masks

3	There will be high levels of social interaction between groups and individuals	3	3	9	<p>Seating plan to be arranged so that social distancing is adhered to (see above).</p> <p>Children encouraged to sit at their places and not circulate.</p> <p>Parents delivering/collecting children to the group should remain in the courtyard (not enter PSR) to drop/ meet their child to/from an adult helper and to maintain 2m distancing thereafter.</p> <p>There will be no singing by the children or shouting during the meeting.</p> <p>To maintain the distancing discipline children must be school age (Reception class) or older</p>	<p>GL</p> <p>GL</p> <p>GL</p> <p>GL</p>	
4	Equipment: Bibles, cushions, toys, craft materials etc may be touched and contaminated	3	3	9	<p>Ground floor room only is used. i.e. keep all of toys and equipment and surfaces in upper rooms uncontaminated.</p> <p>Only craft materials needed for the session are brought down from (and returned to) upper rooms by GL with pre-sanitised hands. Craft materials are not shared between tables/groups.</p> <p>No craft materials are re-used between meetings (min 7 days)</p> <p>No food or drink will be consumed during the meeting.</p> <p>Children/parents will be told not to bring bag/toys from home. Any coats will be stored on individual's chair</p>	<p>GL</p> <p>GL</p> <p>GL</p> <p>BA</p> <p>GL</p> <p>SB-J</p>	
5	Before and after group meeting (in and around church) children will not understand / adhere to social distancing rules and	2	3	6	<p>Stewards in main church building to ensure that children (if present) sit with parents and that parents are aware of their duty to try to keep the children sitting in their designated</p>	<p>Stewards</p>	

	spread infection				places. Congregation will be advised of this in a special 'Returning to Church Updates' email and via the website.		
6	Children <b>without</b> symptoms but with CV19 may present at groups and spread infection	2	3	6	Upon notification of case, action in accordance with HM Govt 'Track and Trace' direction, using contact data	BA	
7	Surfaces/equipment will become contaminated, with the risk of spreading infection	2	3	6	Ground floor room will not be used by others between meetings (minimum 7 days) i.e. it will not become contaminated. If toilet is to be used during the week this will need cleaning/wipedown beforehand No attendees other than group leader (with pre-sanitised hands) goes to upper rooms to collect equipment	BA BA GL	
8	Attendees will not sanitise properly, increasing the chances of CV19 transmission	2	3	6	Erect hand-sanitiser station in hallway of PSR Leader to check that all attendees have sanitised before session starts Pre-service check that handwashing facilities have adequate soap provision and paper towels, and a bin for the paper towels. Attendees to sanitise their hands before and after using the toilet. Tissues will be provided for any runny noses (see below for waste). Attendees will sanitise hands after blowing nose. Notices/posters to be erected in PSR reminding importance of sanitising hands and containing coughs and sneezes	GL/BA GL CW GL GL BA	Tissues
9	Attendees will leave waste and	2	3	6	All waste to be stored in a lidded bin and	GL	

	rubbish behind, increasing the chances of spreading infection				removed from meeting room by Group Leader to avoid the need for further cleaning before next meeting. Waste to be bagged and deposited in leaders dustbin (not taken into the home)		
10	Administration of first aid may lead to spread of infection.	2	3	6	First aid will not be administered by leaders but parents will be called from church.	GL	
11	Attendees will be unaware of the arrangements and what is required of them	3	2	6	All parents of expected children and all volunteers to receive briefing and copy of this RA and asked to explain to children beforehand. Copies will be made available to new parents.	SB-J GL	
12	People may present at Church with children <b>with</b> CV 19 symptoms and spread infection	1	3	3	Include the requirement <b>not</b> to present at church with any symptoms of infection in the 'Returning to Church' note Any attendee displaying symptoms will be taken out of the meeting room (to courtyard if fine) and parents called from church	BA GL	

**Authorisations:** I am satisfied that risks associated with resuming Sunday morning children's groups during the CV19 pandemic have been satisfactorily described above and that the mitigation actions, as identified, have been taken:

Signed: Rector Jonathan Hunter Dunn Date 16/9/20	Signed: Church Warden Vaughan Ives Date 16/9/20
Signed: Church Warden Nick Bennett Date 16/9/20	Signed: Benefice Administrator Helen Bennett Date 16/9/20

**References:** *COVID 19 Mission and Ministry with Children, Young People & Families in a Church Setting*, The Diocesan Children and Youth Advisers' Network, Aug 2020