



**Parish of Bishops Hatfield St Michael and All Angels**

**Activity risk assessment**

Activity: **Use of church building – COVID-19 restrictions**

Location: **St Michael and All Angels Church**

Name of leader with responsibility: **Church Wardens and PCC**

Date of risk assessment: **September 2021**

Time/frequency: **Daily**

Date to be reviewed: **Following each PCC / monthly**

<b>What are the hazards?</b>	<b>Who might be harmed and how?</b>	<b>What are you already doing?</b>	<b>Do you need to do anything else to manage this risk?</b>	<b>Action by whom?</b>	<b>Action by when?</b>	<b>Done</b>
Entrance and exit.	All	Entrance via the North door and exit by the South door.	Only exemption for this is those people who need a non-step entrance and exit.			
Track and trace	All	NHS track and trace poster on entry door in the porch. Our own track and trace collection of names and phone numbers each service.				
Face masks	All	<b>Face masks to be worn at all times</b>	Face masks to be worn when entering, moving around and exiting the church building. Masks can be removed when seated.			
Social distancing	All	Rows of chairs removed and re arranged to ensure 2metre distancing. 2 chairs distance between people not in the same bubble. Poster on pillars with reminders.				
Sanitiser	All	Hand sanitiser available in entry porch / exit door and up by the alter				



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Church usage	All	Services on Sunday and open for public on Wednesdays allowing 72 hours between being used.				
Communion	All	Congregation and choir to remain in their places. Clergy to bring the bread (no wine) to the people.				
Singing	All	<del>Only choir to sing.</del> 2 hymns and one during communion. First and last verse of hymns sung. Choir to sit socially distanced.	All can now sing.			
Refreshments	All	Own cups used. Now served in the back of church. Social distancing to remain in place.				
Peace	All	Non-contact peace during the service. All to stay in their places and wave / gesture peace to others.				