



AYLESBURY VALE COMMUNITY CHURCH

Sunday service and Friday prayers

COVID 19 - Specific Risk Assessment & Method Statement

Address	Aylesbury Vale Church Centre St Marks Road, Aylesbury HP21 8RH
Assessment date	31/03/2021
Doc ref	AVCC Sunday service RAMS Rev2
Assessors	AVCC Leaders



1. Introduction

The [government guidance for the safe use of places of worship during the pandemic](#) requires a COVID-19 risk assessment to be carried out for every place of worship and grounds prior to opening to the public. This risk assessment and method statement has been completed in line with government guidelines to enable Aylesbury Vale Community Church (AVCC) worshippers to enter the church centre for the purpose of Sunday services, Friday evening prayers and also to guide the leaders on which actions to take to minimise the potential for spreading of COVID-19 among worshippers. These meetings shall be held every week commencing on 4th April 2021 between 10:30 – 12:30 on Sundays and 19:30 – 21:30 on Fridays (when run). Worshippers are to register on Eventbrite prior to commencement of each meeting. Attendance will be recorded for each session and kept for at least 21 days to assist the NHS test and trace service (if required).

2. Staying alert and safe

- Worshippers to register on Eventbrite before commencement of each meeting.
- Worshippers are encouraged to download the NHS Test and Trace application and scan the QR code on the door before entering the building.
- The attendance limit for each meeting shall be 80 Worshippers only.
- Worshippers are to be encouraged to use private transport for travelling to/from the Church centre and avoid Public transport as much as possible.
- Upon arrival at the Church centre, worshippers are to sanitise their hands using an alcohol-based hand sanitiser with 70% alcohol or above for at least 20 seconds to reduce the spread of the virus.
- Worshippers to wear face coverings always whilst attending the meetings. Worshippers are to advise the church leaders if they are exempt from using face coverings
- Worshippers to always avoid contact with other worshippers by maintaining a distance of at least 1.5m from each other and avoid physical contact such as hand shaking / hugging.



- Worshippers must avoid joining or mingling outside the church centre with other groups before /after the meeting. Worshippers to be advised to keep in touch using remote technology such as phone, internet, and social media.
- Signs will be put up to remind worshippers to observe personal hygiene.
- Worshippers to be discouraged from sharing equipment.
- Worshippers to take personal responsibility for themselves and for others by reducing the spread of the virus
- Government advice on staying alert and safe can be found at - <https://www.gov.uk/guidance/new-national-restrictions-from-5-november>

3. If a worshipper believes they have been exposed to or show symptoms of Covid-19.

Worshippers must **NOT** attend the meetings if they believe they have been exposed to or have any symptoms of Covid-19.

Additionally, they **MUST**:

- Follow the current NHS information and advice: <https://www.nhs.uk/conditions/coronavirus-covid-19/>
- Inform the Senior Pastor as soon as practicable and discuss if they have been in contact with any other worshippers.

4. First Aid

- Worshippers (First Aiders) are to download St John Ambulance / British Red Cross App on to their smart phones where possible.
- Minor cuts, abrasions, sprains etc. are to be self-treated by the Injured Person.
- They are to ensure that they wash their hands with soap and water for a minimum 20 seconds. They are then to treat dress the cut/abrasion.
- Where First Aid is required, the First Aider is to ensure that they wear gloves (Nitrile or cut 5). RPE if available (FFP3 or Power Flow Helmet).
- First Aid kits to be checked for face shields / coverings.
- First Aider is to thoroughly wash their hands with soap and water as soon as possible after treatment.



5. Mental Health and Wellbeing

- Worshippers are advised to stay in touch with family and friends but try not to sensationalise things. If sharing information, use trusted sources, and remember that their family and friends might be worried too.
- Try to avoid speculation and look up reputable sources on the outbreak, rumour and speculation can fuel anxiety. Having access to good quality information about the virus can help feel more in control.
- Watch out for worshippers who may feel anxious, distracted, and complacent about other health and safety rules.
- Advise on mental health and wellbeing can be found here:

<https://www.gov.uk/government/publications/covid-19-guidance-for-the-public-on-mental-health-and-wellbeing/guidance-for-the-public-on-the-mental-health-and-wellbeing-aspects-of-coronavirus-covid-19>

6. Communications

- All AVCC Worshippers will continue to receive updates on the AVCC website, WhatsApp, and YouTube.



Appendix A: Risk Assessment

TASK/ACTIVITY	HAZARD	DEGREE OF RISK			RESIDUAL RISK AND PRIORITY -					
		(Uncontrolled)			Measures to Reduce Risk	Residual risk factor			ACTION	
		L	S	T		L	S	T	REQUIRED	
		1-5	1-5	1-25		1-5	1-5	1-25	Yes/No	By Whom
Preparation of the AVCC Church building and grounds for use	Contamination / Spread of COVID-19	2	4	8	<ul style="list-style-type: none"> Worshippers to register on Eventbrite before commencement of meeting. Ian to open the church building and ensure all windows and doors are open for maximum ventilation throughout the building Ian to ensure water systems are flushed through before use. Ian to switch on and check electrical and heating systems if needed. Anna and Becky to arrange the seats to comply with social distancing guidelines. Anna to prepare clear signposting for a one-way flow in and out of the church building/ Anna to organise and refill hand washing soap / sanitisers. Cleaning to follow government guidelines: https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings	1	3	3	YES	Ian & Anna



					<ul style="list-style-type: none"> If any worshippers are uncomfortable with any of the above measures, they should STOP and RETURN home. 					
Access to AVCC church building		3	3	9	<ul style="list-style-type: none"> Juliette to usher worshippers and log all attending the meeting using the Eventbrite app. Directions for all users to enter / leave the building by one entrance / exit only, avoiding bottlenecks. (one - way traffic) Worshippers should sanitise their hands upon arrival at church centre and again before leaving church centre. Where reasonably practicable, hand cleaning facilities will be provided at or close to parking areas Have hand sanitiser available for people to use on entry and exit of the church building. Put up notices to remind worshippers about important safe practices e.g. no physical contact, practice hand washing etc. Confirm exit doors in the case of an emergency. 	1	3	3	YES	Juliette & Joseph
Conduct during Meetings	Spread of COVID-19	3	4	12	<ul style="list-style-type: none"> Worshippers to wear face coverings always whilst attending the meeting. Only one person at a time to speak during service including giving of testimonies. Worshippers to remain at their seats while testifying. Devotion to be done quietly while listening to recorded gospel music. Where live music is to be played, social distancing on stage, remaining on stage after worship, and low volume of music to discourage singing along will be implemented. Worshippers to sit in clearly marked out seating areas respecting exclusion zones to maintain social distancing. 	2	2	4	NO	Geoffrey & Winnie



					<ul style="list-style-type: none"> No gathering around for discussions inside before, during or after meeting. When outside, worshippers must not join or mingle with any other group Online offering (giving) to be encouraged. An offering bucket will be placed at the exit for worshippers to make offering while exiting at the end of service Parents to ensure children are attended to at all times during service 					
Physical contact with Worshippers at church	Contracting COVID-19	4	4	16	<ul style="list-style-type: none"> Worshippers to observe social distancing guidelines always. Worshippers not to share vehicles and equipment (other than with their household or support bubble) and not to use public transport. Watch out for worshippers who may feel anxious, distracted, and complacent about other health and safety rules. 	2	2	4	YES	All
Sharing of equipment and stationary associated church activities	Contamination / Spread of COVID-19	3	3	9	<ul style="list-style-type: none"> Worshippers not to share any equipment including microphones and bibles (other than with their household or support bubble) Limit the use of stationery to your own. Rigorous cleaning regime to be implemented for shared equipment and surfaces. No leaflets or handouts will be distributed. Any information will be emailed to worshippers if needed. 	1	3	3	YES	Simon & Michelle
Provision of First Aid	Contracting COVID-19	4	4	16	<ul style="list-style-type: none"> Worshippers (First Aiders) to download St John Ambulance / British Red Cross App on to their smart phones where possible. Minor cuts, abrasions, sprains etc. are to be self-treated by the Injured Person. 	2	3	6	YES	Anna



					<ul style="list-style-type: none"> • They are to ensure that they wash their hands with soap and water for a minimum 20 seconds. They are then to treat dress the cut/abrasion. • Where First Aid is required the First Aider is to ensure that they wear gloves (Nitrile or cut 5). RPE if available (FFP3 or Power Flow Helmet). • First Aid kits to be checked for face shields / coverings. • First Aider is to thoroughly wash their hands with soap and water as soon as possible after treatment. 					
Interface with members of the public	Contracting COVID-19	2	5	10	<ul style="list-style-type: none"> • Attendance only after registration on Eventbrite • Church Building to remain closed to members of the public. • Ensure 1.5m Social Distancing is always maintained 	1	3	3	NO	All
Worshippers exhibiting Covid-19 Symptoms	Spread of COVID-19,	2	5	10	<ul style="list-style-type: none"> • Worshippers to return home immediately. • Avoid touching anything. • Cough or sneeze into a tissue and put it into a bin - if Worshippers do not have tissues, cough, and sneeze into the crook of their elbow. • Worshippers must not come to church if they have a high temperature or a new persistent cough • Worshippers should carefully consider whether to attend if they: <ol style="list-style-type: none"> are deemed a vulnerable person (by virtue of their age, underlying health condition, clinical condition or are pregnant) are living with someone who is self-isolating or deemed a vulnerable person. 	1	5	5	NO	All
Use of shared Welfare Facilities including Toilets, and Canteens	Contamination / Spread of COVID-19,	3	4	12	<ul style="list-style-type: none"> • There will be no communion during the service. • Canteen to remain closed 	1	3	3	YES	



					<ul style="list-style-type: none">• Based on the size of church toilet facility, only one person to use it at any one time to maintain social distancing.• Provide suitable and enough rubbish bins with regular removal and disposal.• Enhanced cleaning of all shared facilities throughout the meeting period.• Potentially contaminated waste e.g. hand towels to be promptly removed from the Church Building.• Cleaning team to carry out regular cleaning, including:<ul style="list-style-type: none">○ Toilets○ Kitchen/server areas (if used)○ Frequently touched surfaces e.g. door handles.					Cleaning Team
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