# **St George’s Parish Church, Tyldesley**

Risk Assessment Covid-19 Update

and

Guidance for return to services

# **Revised:** 16 July 2020

# **Review Date:** one month after church reopens, to check its effectiveness.

**Abbreviations:**

CW = Churchwarden (Iain Hodcroft)

ATMCclerk = ATMC team clerk (Susan Mallon)

TPC = Tyldesley Parish Church

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| **Risk and arrangements to counter** | **Responsibility of:** |
| 1. **Access to church buildings for clergy for purposes of private prayer and/or livestreaming:**    1. Only team rector has a set of keys for TPC.    2. He is expected to use vestry as the point of access/egress.    3. Church building is checked at least weekly by CW for potential issues, usually more often;       1. This allows for recommended airing.       2. Taps are regularly run and toilets flushed to prevent listeria &/or similar       3. 72 hour rules are in force       4. There have been no signs of animal waste or pest infections.          1. Signs of birds nesting over west door will be monitored          2. The bees’ nest is not causing any problems    4. Clergy are not currently using TPC for private prayer.    5. Live streaming may take place from 19 July. Clergy will be accompanied by at least one other person, so lone working policy need not apply.       1. Team rector is responsible for the equipment being used initially.    6. Professional cleaners cleaned church 3 July 2020; they will be brought back at least monthly depending on church usage.    7. Background heating will be increased Sat 18 July    8. Lights, sockets etc have been checked previous known problems apply. | CW and ATMCclerk are the only ones regularly making checks  All checks are up to date as of today  A |
| 1. **Deciding whether to open to the public:**    1. Team wardens and clergy have held regular discussions.    2. Proposed usage is manageable and sustainable, at present.    3. A booking system has been prepared for:       1. Private prayer (this has been used successfully for 3 weeks)       2. Public worship – this still has to be tested          1. Some space will be allocated for visitors who arrive unannounced    4. Websites and social media platforms are regularly updated       1. ‘A Church Near You’ website will be updated following PCC meeting | CW (IH) will monitor  CW (IH) will monitor  Christine Howell/Susan Mallon |
| 1. **Preparation of the Church for access by members of the public for any permitted purposes, including worship and tourism:**    1. Above measures have been checked    2. No additional ventilation will be required.    3. All extraneous books, leaflets etc will have been removed       1. Notices to say bibles and hymn books must not be handled.    4. Card rack and books will be sheeted    5. Children’s corner, font area, and kitchen will be cordoned off    6. Kneelers will be removed and issued personally if requested, and sprayed clean after use in a service.    7. A limit of 30 people in church including services will be kept (social distancing capacity 50)    8. Advice on cleaning churches has been followed.       1. No one in a vulnerable group will be allowed to undertake cleaning duties       2. Cleaning materials are suitable for use in a historic building.       3. Churchwarden will empty bins on a regular basis and either store for 72 hours or safely dispose of.    9. High risk touch points, mainly doors will be wiped before church is opened.    10. Wherever possible, visitors and worshippers will be told what to expect when they come.    11. Entrance to church will be via the West door, and the centre doors into the body of church.        1. A booking system will be maintained and records kept for 21 days.        2. Safe seating areas will be designated and marked in advance        3. Notices will be displayed           1. Maintain social distancing           2. Avoid physical contact           3. Practice frequent hand washing           4. Stay away if showing symptoms of virus           5. Social distancing measures inside           6. Sanitiser use and sanitising stations           7. Offer of face coverings           8. Maintain social distancing if queuing to enter church        4. Parishioners will be asked to confirm they have no symptoms before entry to church.           1. Anyone needing personal distribution of wafers will be seated in frontpews.        5. Sanitisers to be used on entry:           1. Both alcohol/non-alcohol versions available. gloves and face coverings will be offered.        6. One-way systems will be explained and parishioners escorted to safe seats           1. into pews from centre aisles, exit from south and north aisles           2. during communion: to table from centre aisle, from table via lady chapel and north aisle or via south aisle           3. at end of service stay seated until advised of safe exit           4. emergency exits as normal        7. Service sheets to be handed out personally with instructions to dispose of safely        8. When all parishioners have arrived and been seated, entrance door ‘push/pull’ elements will be cleaned with anti-bacterial solution.        9. Users of toilets will be asked to wipe down used surfaces with antibacterial cleaner. Supplies in both cubicles.           1. Both toilets have adequate supplies of paper towels, dispensable soap and cleaning/sanitising items           2. Bins have plastic liners and will be emptied into a second disposable liner.           3. Rubbish will be stored safely for 72 hours before disposal.        10. Should church need to be used again before a 72 hour period expires, additional cleaning of vulnerable surfaces will be undertaken before permission can be granted. | CW  CW  CW  CW  CW  CW or appointee if not present  CW  CW & sidesperson/verger  ATMCclerk  CW  ATMCclerk  CW  CW/ATMCclerk  CW/greeters  ALL  CW/greeters  CW/greeters  CW/designated volunteer  ALL  CW  CW |
| 1. Church cleaning:    1. Church cleaning will normally be undertaken by commercial contractors who are expected to follow established procedures and have their own risk assessments etc in place.    2. Should a 72-hour closure not be possible, the contractor will be contacted to arrange an emergency clean.    3. No one in a vulnerable group must undertake any cleaning duties.    4. Public Health England guidance on cleaning in non-healthcare settings will be followed if CW and other volunteers have to be called in.. | CW & Kath Topping  CW/Kath Topping  ALL  CW |
| 1. Cleaning church after Covid-19 virus confirmed in building.    1. Church will be closed for 72hours with no entry permitted.    2. Cleaning will then take place as above.    3. If (say 24hours before a planned wedding) cleaning has to take place, contractors will be contacted and asked to do a deep clean; or in the worst eventuality, CW and volunteers will follow upgraded public health guidance | CW  CW |