

Risk Assessment: re-opening after lockdown

Stanmore Chapel – Friday Club

Assessment carried out by: *Chris Tapp*

Date of next review: *Ongoing*

Date assessment was carried out: *Sept 2020*

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
Covid-19 infection upon arrival / departure	Anyone can be affected by the virus.	Someone will be stationed near the door to monitor the flow of people and ensure there is no build up and asked to queue if needed. People dismissed in order at the end.		Chris Tapp to ensure a door steward available each week.	Weekly	
Covid-19 infection during club	Anyone can be affected by the virus.	We will meet in the hall as it is larger and more airy than other rooms. There will be no running around or physical games.	Helpers to be properly briefed on policies.	Chris Tapp		

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		<p>Household groups will sit separately around tables with two metre spacing between groups.</p> <p>A member of each household will attend with children, if possible, to minimise need for leaders to interact.</p>				
<p>Covid-19 infection from surfaces</p>	<p>Anyone can be affected by the virus.</p>	<ul style="list-style-type: none"> - Everyone will have hand sanitiser provided on arrival. - The building will be thoroughly cleaned before the club. - Instructions on proper handwashing to be displayed in the toilets. 	<p>Ensure cleaning is done to a high standard and prior to every meeting.</p> <p>Ensure all equipment is kept quarantined between club each week.</p>	<p>Chris Tapp (& cleaning team)</p>	<p>Ongoing</p>	

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		Refreshments will all be individually packed and wrapped to avoid contact.	Ensure toilets are well stocked with paper towels and anti-bac soap.			
Car park accident	People crossing the car park to access the hall	Someone will be stationed by the door to monitor the car park.		Chris Tapp to ensure someone lined up each week	Weekly	

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