



YORK ORATORY CHURCH OF ST WILFRID

REOPENING FOR PRIVATE PRAYER

MONDAY, 15th JUNE, 2020

RISK ASSESSMENT

INTRODUCTION

This risk assessment is prepared to enable suitable measures to be taken before and during the reopening of the church to individual worship following the COVID Virus outbreak.

Measures of high/low likelihood and consequence have not been adopted as they are not distinctly measurable. Without all of these measures it is assumed likely that contamination could occur and be passed on, leading to illness. The risk assessment is on the basis of reducing the risk of transmission of the virus to a level of as low as reasonably possible while enabling private prayer to take place.

Ref	Area/Issue	Hazards	Mitigations Required	How Controlled
PREPARATIONS AND SET UP				
1	Items kept in church	Touch hazards and obstructions to cleaning from loose items in church such as papers, pamphlets, hymn books, candles	Inspect and remove all unnecessary loose items, including but not limited to: <ul style="list-style-type: none"> • Clear all pews of personal Missals, Breviaries and other items. • Remove hymn book trolley. • Remove all pamphlets and leaflets. • Remove candles. • Spare chairs used to screen off side chapels 	Pre-opening checklist Cleaners Instructions
2	Enabling Social Distancing	Pews too close together at present	<ul style="list-style-type: none"> • Mark out safe seating positions. • Produce and display explanatory posters for worshippers to show how to use seating and keep safe distance. • Mark lines on floor to show 2m spacing. 	Pre-opening Checklist
3	Provision of Hand Sanitiser	There are no handwashing facilities available.	<ul style="list-style-type: none"> • Provide hand sanitiser points at the entrance/exit with at least 65% alcohol gel • Put up posters reminding of need for sanitising hands on entrance and exit 	Pre-Opening Checklist.
4	Use of Holy Water	Holy water in stoups could transmit virus.	<ul style="list-style-type: none"> • Stoups to be empty. 	Pre-opening Checklist
5	Signage	Signage needed to remind people of hazards.	<ul style="list-style-type: none"> • Hand Sanitising at Entry and Exit points • Social Distancing Reminder • Mask Wearing Recommended but not Compulsory. Respect those who wish to wear masks. • Seating Arrangements per Pew • Opening Times Displayed and publicised 	Pre-Opening Checklist

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6	Initial Cleaning	Any current contamination	<ul style="list-style-type: none"> Thorough clean of church and all surfaces likely to be touched by worshippers and Stewards. 	Pre-opening Checklist Cleaners Instructions
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VISITOR MANAGEMENT				
		Unless there is some form of advice and guidance in place, worshippers may not understand the requirements and could inadvertently spread virus	<ul style="list-style-type: none"> Appoint Stewards to control access and advise worshippers. Minimum of two Stewards per shift. These may include York Oratory Fathers and Brothers 	Appoint from pool of volunteers. Produce rota Record who is on duty and when Include DBS cleared persons where possible
8	Managing Entrance	Those who have symptoms could transmit virus.	<ul style="list-style-type: none"> Ask those with obvious cold or flu like symptoms not to enter. On becoming aware that someone may have visited with such symptoms, end session and fully clean before reopening. 	Stewards Instructions
9	Managing Seating and Numbers of Worshippers	Overcrowding and sitting too close together leading to transmission	<ul style="list-style-type: none"> There are 23 sections of the church where it is possible to sit or kneel observing the 2 metre social distance rule. Couples or families can be counted as single "units of isolation" but they should be asked to stay together while in the building. Stewards to control numbers and keep a record of numbers in the building at any one time. It may be necessary to ask people to wait outside. 	Stewards Instructions Opening times adjusted to suit numbers if necessary. PP to determine.
10	Managing Flows of Worshippers	Conflicts between people entering/leaving and using pews/moving about church.	<ul style="list-style-type: none"> It may be necessary to ask people to wait to enter until others have left. 2m spacing has been indicated on the floor at the entrance and on the aisle. 	Stewards Instructions
11	Containing Worshippers to Church Only	Only the main entrance to the church is to be used, except when disabled access is needed through the side door.	<ul style="list-style-type: none"> Stewards to ensure that the door to the Sacristy is kept closed and not used. ONLY volunteers will have access to the toilets and a key will be provided for them. Wheelchair access is through the side door and a key to the side gate will be provided. 	Stewards Instructions

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12	Veneration of Statues	Touch hazards from repeated contact.	<ul style="list-style-type: none"> No touching or Veneration of any objects. Signage and vigilance by Stewards. Immediate cleansing if touching observed. 	Stewards Instructions
13	Tidiness	Items being left in church may accumulate and lead to touch transmission.	<ul style="list-style-type: none"> Worshippers asked not to leave any item in church such as personal missals, prayer cards or books. Any items left to be collected by stewards/cleaners and removed by using gloves and bags. 	Stewards Instructions Cleaners Instructions
14	Transmission from Stewards	Stewards may unknowingly carry virus.	<ul style="list-style-type: none"> Follow rules on not leaving house and attending if they suspect infection of themselves, a household member or a contact. Keep a 2m distance from worshippers, no handshakes or hugs, and not seek to aid them physically unless in an absolute emergency. Guidance in Stewards Instructions. Practice good hand hygiene and be encouraged to wear a mask. Use only paper tissues, not cloth hankies, dispose of immediately and sanitise hands immediately. Consider wearing a facemask (voluntary but if so, do not touch it without immediately sanitising hands) 	Stewards Instructions
15	Ventilation	Good ventilation will help airborne contamination to disperse. Poorly thought out ventilation may lead to draft into Sacristy/Presbytery.	<ul style="list-style-type: none"> Doors to be kept open, weather permitting. If internal vestibule door closed, then frequent cleaning of the handles to take place with sanitiser/wipes. 	Stewards Instructions.
16	Transmission to Stewards	Stewards encountering contamination.	<ul style="list-style-type: none"> No eating or drinking unless hands cleaned immediately before and after with sanitiser. Avoid touching face. Keep 2m distance from other stewards and worshippers Keep any cuts or grazes covered with a waterproof plaster. 	Stewards Instructions
17	Children in Church	Children may not understand the issues regarding touch, distance etc.	<ul style="list-style-type: none"> Children under 16yrs old to be accompanied by an adult from their household where possible. 	Stewards Instructions
CLEANING				

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19	Protection of Cleaners	Inadvertently encountering contamination	<ul style="list-style-type: none"> • Cleaners to wear disposable or washing up gloves and aprons which are suitably disposed of or cleaned afterwards. • Cleaners to use good hygiene with proper 20 second handwashing with soap and water particularly after removing gloves and aprons. • After cleaning, cleaners to be encouraged to return home and shower immediately. Clothes worn should be kept apart and washed as soon as possible. 	Cleaners Instructions.

V. Rev Richard Duffield Cong.Orat.

Friday, 12 June, 2020