

Covid-19 Risk Assessment

Name & Address of Church	Shoreham Methodist Church Brunswick Road, Shoreham-by-Sea	Assessment undertaken by Julian Batstone
Area of Building Assessed	Communion in Main Church	Date of Initial Assessment: 3/10/2020 (Reviewed 29/11/2020) Date to be Reviewed: 12/12/2020

Hazards/Risks <i>Think about the areas where contact takes place</i>	Persons Affected <i>Think of anyone who comes in contact</i>	Likelihood 1 = Seldom 2= Frequently 3= Certain or near certain	Severity 1 = Low (minor injury) 2 = Medium (serious injury) 3 = High (fatality)	Risk Rating 1-2 = low 3-4 = medium 6-9 = high priority	Additional Covid-19 Controls – Reducing Risk <i>Think of which prevention strategy that could be used in each scenario to reduce the spread of Covid-19</i> <i>*If the building is listed, any changes need to be sensitive & reversible, please contact the Conservation Officer for further guidance.</i>	Action Plan <i>What needs to be done and by whom?</i>
Contamination during Communion Preparation	All participants	2	1	6	<ul style="list-style-type: none"> • Communion Steward to wear gloves or wash hands thoroughly before and wear facemasks during preparing the communion elements. • Handles of glasses trays will be wiped after preparation • Minimum handling and one person to prepare elements • Wafers to be used instead of bread • Plastic disposal communion cups will be used 	Steward /Communion stewards Minister

					<ul style="list-style-type: none"> The format of the service will be explained to the congregation at the start of each communion service 	
Cross Contamination when elements are given out	All participants	2	1	6	<ul style="list-style-type: none"> Minister and anyone assisting them will wash hands /sanitise before giving out of elements. Mask must be worn this should be a cloth mask and not just the visor. Congregation will remain at their seats. Minister will not speak over the elements during the service Elements will be distributed in silence so not speaking while facing a participant. Wafers will be handed to them at arm-length and physical touching will be avoided. Participant will take disposal communion cup from tray. Cups will be arranged so participants will not touch other cups. (eg. Spaced around the tray) Participants will keep the cup which will be put in a bin as they leave the service Mask may be temporary removed as they take the element and returned to face afterwards. No Shared Communion Cup will be used 	All participants, Minister, and assistants

					<ul style="list-style-type: none"> It is expected that the minister will distribute the elements to the whole congregation. 	
Contamination after elements have been finished with	Communion Stewards	2	1	6	<ul style="list-style-type: none"> Any left-over wafers put on to the plate will be disposed of. Any left-over cups and wine will be disposed of and not put back into the bottle All plates and trays used will be sanitized and quarantined for at least 72 hours. All cloths used will either be taken home to be washed or left to decontaminate for at least 72 hours Used Communion cups will be disposed of in the normal rubbish. If decided to put in recycle, they will need to be washed and left to dry. 	Communion stewards / Stewards