

**MOUNT ZION BAPTIST CHURCH, 16 CANTERBURY ROAD,
ASHFORD TN24 6JX**

**RISK ASSESSMENT FOR RE-OPENING THE CHURCH BUILDING
FOR WORSHIP:
5 JULY 2020**

To minimize the risk of spreading the COVID-19 virus, the following measures have been put in place.

PREPARING THE BUILDING

People preparing the building for re-opening will observe social distancing whilst at work. They will also be required to sanitise their hands and wear gloves to avoid contaminating chairs, etc. Once finished, all handles will be cleaned with antiviral wipes as the building is vacated.

Toilets will be cleaned with appropriate materials.

Signage giving Government guidance will be displayed either side of the front door.

Floor markings will be put in place to remind worshippers to social distance.

Hand sanitiser points will be installed for use in the lobby and at the entrance from the car park.

The lobby will be cleared of all furniture to maximise the space.

Chairs will be placed in the sanctuary at 1m plus distancing to provide seating for as many people as is safe. There will be single, pairs and family rows available. A clear aisle will be kept for safe exiting. The gallery will be used to maximise the space available.

Chairs will be placed in the church hall at 1m plus distancing to provide further seating for those not able to sit in the sanctuary. A video link will be put in place.

Remove all books and toys from the parents' room off the lobby.

Clean all areas with appropriate cleaning materials.

Empty donation boxes and remove.

GENERAL

Anyone feeling unwell or with symptoms of COVID-19 – high temperature, new and persistent cough or loss of taste and smell – should not attend worship services. If you become unwell during the service, you are advised to go home as soon as possible.

Social distancing will be required at all times both outside and inside the building. Appropriate markings will be placed on the floor as a reminder.

Children must remain with their family at all times.

In accordance with Government advice, the building will be kept well ventilated, with doors and windows open as appropriate.

Singing is not permitted according to Government guidance.

People are encouraged to bring their own Bibles. Please take home with you anything you bring.

Government guidelines advise the wearing of face masks for adults, especially if social distancing is 1m plus. This is a personal choice. Face masks will be available in the lobby.

Any donations to the church are still welcomed, although no cash can be accepted at this time. Please see the Treasurer, Mr Paul Brooks.

Car park

Normal use of the car park will be permitted, with one disabled space at the front of the church available (reserved). When leaving your car, please maintain appropriate social distancing.

Entering church building

All are asked to enter via the front door. If several households arrive at the same time, please maintain social distancing using the marks on the ground. A queue may need to be formed following these markings. Your patience is appreciated to ensure everyone is kept as safe as possible.

Once in the lobby, worshippers will be required to use the hand sanitiser situated on the wall adjacent to the front door. Government guidance requires that a register with contact details will need to be kept for each service to aid the track and trace service. Your co-operation with this would be appreciated.

Bibles will be available for those not having their own, which should be left on the seat after the service.

Stewards will then advise on seating. The sanctuary and gallery will be filled first, then the church hall, on a first come, first seated basis. Your co-operation with the stewards' directions is appreciated in order to accommodate as many people appropriately as possible.

Access to the church hall will be via the lobby door to the alley and down the slope.

Once seated it is requested that people stay in their seats for the whole service where possible. If you do need to go out with young children or to the toilet, please follow the guidance below. See also advice on emergency evacuation.

Worship format

We will only be holding a worship service on Sunday mornings. This will allow the building to be used safely and provide a quarantine period between services.

There will be no singing according to Government guidance.

Young children

Parents who need to take young children out of the service may use the small room off the lobby. Only one household is permitted to use this room at one time. Further accommodation for one more family with young children is available in the kitchen area of the church hall.

Use of toilets

Those seated in the back half of the sanctuary and the gallery should use the disabled toilet in the lobby. Please wipe taps and handles after use with the wipes provided.

Those seated in the front half of the sanctuary should exit down the stairs to use the toilets in the lower lobby. Please wipe taps and handles after use with the wipes provided.

Those seated in the church hall should use the disabled toilet in that room. Please wipe taps and handles after use with the wipes provided.

Nappy changing facilities are in the disabled toilet off the lobby. Please wipe down with the wipes provided after use, and take home any soiled nappies, etc.

Exiting the building

Please remember to maintain social distancing whilst exiting the building. This should be done as quickly as possible after the service. This should be done one row at a time.

To ensure this is done as safely as possible, those seated in the front half of the sanctuary should exit down the stairs and out of the door onto the car park, starting with the front row.

Those seated in the back half of the sanctuary should exit via the front door starting with the back row. Those seated in the gallery should also exit via the front door, but after those in the sanctuary have left, starting with the back row.

Those seated in the church hall should exit via the door onto the car park, but after those in the sanctuary have left, starting with the back row.

You are asked to hold any conversations outside the building, remembering to social distance at all times.

Care should be taken walking down the driveway to the car park. Drivers should be aware that people may be walking down the driveway.

Emergency exit

In the case of an emergency exit being necessary, please exit from the nearest exit as quickly as possible. Parents should assist their own children.

Cleaning

After the morning service the building will be quarantined for 72 hours. No one should enter until after 1.00 pm on the following Wednesday unless specifically authorised.

After this time the usual cleaning procedures may be carried out. Upon leaving all handles must be cleaned with the appropriate cleaning materials.

It is requested that as few people as possible enter the church building during the week to minimise contamination risks. If it is necessary to enter, please wipe down any handles, taps etc you have touched upon leaving the building with the appropriate cleaning materials.

Thank you for your co-operation. Stay alert, stay safe.

This risk assessment will be next reviewed on 28.7.2020.

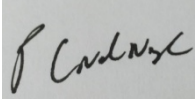
This risk assessment has been approved by:



Pastor



Deacon



Deacon



Deacon

3.7.2020