

Salford Evangelical Presbyterian Church

A Congregation of the Evangelical Presbyterian Church in England and Wales

COVID-19 Risk Assessment and Policy at River View Primary School

Version Control

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The [government guidance for the safe use of places of worship during the pandemic](#) was updated on 25th February 2022. There are no legal requirements. This document provides a risk assessment form for use at River View Primary School, 1 Wheaters Street, Salford M7 1QZ.

Who might be harmed & area of focus	Risk of harm	Controls required	Action by whom?	Deadline and name
All - general	Infected person attending	Those who have COVID-19 symptoms are not to attend the service. Website communication will list the symptoms of the virus (high temperature, new and continuous cough, loss or change to sense of taste or smell) and those exhibiting any symptoms will be asked not to attend.	E-mail & web: CS	Done
	Crowding	Low risk given attendance does not exceed 30 including several household groups. Windows and doors to be opened before & after services for ventilation, and left open during service weather-permitting.	CS to monitor	Ongoing
All - communication	Poor communication	Copy of this risk assessment to be available on the website.	CS	New
All - preparation for services	Spread of infection through aerosols	Chairs will be set out to enable distancing for those who wish.	Set-up rota	Weekly

Who might be harmed & area of focus	Risk of harm	Controls required	Action by whom?	Deadline and name
	Contact with surfaces	All door handles and tables in use by the church will be disinfected. Door release button for internal double doors will be disinfected. Hand sanitizers will be provided at entrance to facilities (on counter) and with bookstall.	Set-up rota RS	Weekly
	Poor ventilation – increased risk of infection	Windows will be opened before the service during set up (~1 hour) and immediately after the service, for ventilation. While weather is warm enough, windows may be kept open during the service. Doors will be opened initially, though internal 'button release' doors may be closed just before service for safeguarding.	Set-up rota Last greeter	Weekly
	Close proximity to greeters	Service sheets will be placed on a table outside the doors at entrance to hall. To be taken by congregants, not handed out.	Set-up rota	Weekly
	Contact by hand to face	Check that handwashing and toilet facilities have adequate handwash provision and provide cleaning wipes.	Set-up rota	Weekly
	Congestion at choke points on entry to school	Low risk due to small numbers of attendees and large entrance. Greeter to stand outside or inside near entrance to welcome visitors and direct to pick up service sheets.	Greeters	Weekly
All - during the service	Someone becoming ill during the service	If anyone becomes unwell with symptoms of COVID-19 they will be sent home and advised to book a test if possible. Emergency services will be called if the person is too unwell to return home safely. Any person helping them will wear a mask (provided) and wash their hands thoroughly afterwards.		
	Sharing resources	Packs of pencils, crayons, etc., for children will be 'quarantined' unused from one week to next. Worksheets may be provided. Congregants encouraged to bring their own Bibles. Church Bibles will be available and quarantined for a week between use.	Set up	Weekly
	Use of toilet facilities increasing risk of infection	Surfaces will be cleaned before used (or checked clean since school cleaners usually clean before our use).	Set up	Weekly
	Handling money	Online giving available. An offering box will be available at the back of the hall for cash offerings for those who prefer not to give during service collection or (in evening) if collection in service not done.	CS – notices	Weekly
	Projection of voice increasing droplet spread	Distanced seating provided though not mandated. Space well-ventilated (see above).	All	

Who might be harmed & area of focus	Risk of harm	Controls required	Action by whom?	Deadline and name
	Food & drink – spread of infection	Those serving refreshments will continue to follow best practice for food hygiene, including washing or sanitising hands before serving or preparing food and drink.		
After the service – all	Infection spread through shared materials.	Any used service sheets left after the morning will be disposed of so they cannot be taken by someone else for evening use.	RS	Weekly
Baptism – candidate for baptism	Infection through water being administered	The water will be in a covered bowl during the course of the service. The minister will sanitise hands before administration.	CS	
Lord's Supper	Aerosol infection through elements	Loaf cut in advance with one half cut into small portions: the person preparing must wash hands thoroughly before and after. Bread & wine will be covered during service. Those setting out the elements will wash / sanitise hands thoroughly before doing so.	CS / RS / GS	
	Infection through contact (bread)	Minister to use tongs to distribute bread; hold out tray for communicant to take wine glass.	CS	