

Name & Address of Church	Silverdale Methodist Church Earl St. Silverdale Staffs ST5 6NF	Assessment undertaken by the Youth Team prior to Church Leadership Team approval
Area of Building Assessed	Areas used within the church building for access to, and participation within, IGNITE' Youth Club	Date of initial assessment: 2 October 2020 Date to be reviewed: 23 October 2020

The focus of this Risk Assessment is COVID-19, and is compiled within the guidance given to the Methodist Church regarding safe practice during the pandemic. The church continues to adhere to all existing Risk Assessments linked to the Health & Safety of all individuals on the premises.

Risk of infection Risk to social distancing	Persons Affected	Risk rating 1-2 low 3-4 medium 6-9 high priority	Additional COVID-19 Controls (Reducing Risk)	Action Plan; What needs to be done by whom?
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<p>1. Entering the church building</p>	<p>All</p>	<p>1-2</p>	<p>Where the Young People enter the building has been changed, to accommodate the necessity for Social Distancing – they will enter through the Meeting Room door, at the rear of the Church, via the main Car Park. A member of the Youth Team will greet them, and direct them to use the hand sanitizer provided. The Young People will be advised of the requirements regarding Social Distancing, and to follow the signage and verbal instructions in-order to promote a safer environment for all.</p>	<p>L Leighton to ensure the Entrance Door is manned. (Hand sanitizer & wipes already in-stock – and will be replenished as & when req'd. by a member of the L/T Team) (All signage is currently in-place – any extra will be identified, and positioned accordingly as & when required)</p>
<p>2. Contact Tracing</p>	<p>All</p>	<p>1-2</p>	<p>To support the Track & Trace guidance, names of all attendees will be taken, so that their parents can be contacted if a positive case were to be reported.</p>	<p>L Leighton will be responsible for taking a register of attendees.</p>

3. Exiting the church building	All	1-2	Attendees will exit through the main Front Entrance. The door will be locked, and the fact that it will be unlocked & thus opened by a member of the Youth Team at 7pm from the inside of the building to avoid cross-contamination by the parents touching it has been publicised through all of our usual contact channels.	L Leighton to ensure the Exit Door is unlocked and propped open at 7pm, and that parents entering to collect their child(ren) observe Social Distancing.
4. Refreshments	All	1-2	The usual way of serving refreshments is not available, due to COVID. Therefore, instead the refreshments will all be individually wrapped items, such as cans & chocolate bars, so that the user can then dispose of them themselves directly into the refuse.	L & J Leighton to be responsible for ensuring that all refreshments are of the individually wrapped type every week.
5. Activities, Games, etc.	All	3-4	We use a variety of games – including, but not limited to, table-tennis & pool, as well as other items that need to be handled. Therefore, anti-bacterial wipes will be positioned next to each such item, with a notice advising that all items handled need to be wiped clean after use.	The Youth Team will monitor all such activities to ensure that the guidelines are being followed between every use.

6. Restricted areas	All	1-2	The rooms which are not being used as part of 'Ignite' will be locked and made unavailable.	The Youth Team will ensure that no one enters any unrestricted area.
7. Toilet	All	3-4	One toilet will be open for use, and wipes will be provided so that any person using the toilet will wipe down all areas touched, including door handles and tap. Signage in the toilet area will outline safe handwashing and hand sanitizer will be available.	(All requirements are already in-place)
8. Number restrictions	All	3-4	The correct no. of service-users to ensure that Social Distancing can be followed is not something able to be determined, as some of the Young People attending are family groups, or from their own "school bubbles", so the no. could be different for any given week.	L & J Leighton will constantly monitor the no.'s, and bubbles, attending, in-order to make the correct decisions at any given time.
10. Cleaning	All	3-4	All items used during 'Ignite' will be quarantined for use during the same outreach the following week – for example, any chairs used will be separate to those used during Sunday Worship. Anything that will be used again by others within 72-hours will be cleaned as per Government guidance.	L & J Leighton to ensure that all req'd. items are quarantined, as well as identifying any items needing cleaning. L & J Leighton will then clean any req'd. items the following day.