

Risk Assessment for Sunday Worship

Trinity at Four, Henley-on-Thames

This Risk Assessment has been prepared using [this](#) Church of England template, which itself reflects step 4 of the [roadmap to ease restrictions](#) issued by the UK government and is intended for use from 19th July onwards. As well as adhering to the measures outlined in the risk assessment below, we regularly monitor [government](#) and [Church of England](#) advice.

Church: Trinity at Four, Henley-on-Thames

Assessor's name: Rev Sam Brewter

Event or service this assessment relates to: Main 4pm Sunday Worship (NB: separate risk assessments for children's groups)

Date completed: 1st September 2021

Review date: 1st October 2021

Risk	Controls to consider (delete or detail as appropriate to your location and event)	Action by whom?	Completed – date and name
Aerosol or droplet transmission of Covid-19	Increase ventilation by leaving front and side-doors open before and during the service.	Minister	1/9/2021- SB
	Face masks and social distancing required at all times in the balcony.	Minister	21/7/2021- SB
	Congregation encouraged to keep some distance between households downstairs, and required upstairs.	Welcome Team leaders	21/7/2021- SB
	Maintain a single point of entry into church - the main entrance on the Reading Road.	Welcome Team leaders	21/7/2021- SB
	For events where there will be additional people and guests (e.g. a baptism), where possible, guests should be made aware of COVID measures in advance.	Minister	21/7/2021- SB
Surface transmission of Covid-19	Ask people to use hand sanitizer on the way into church.	Welcome team leaders	21/7/2021- SB
	All main doors to be left open for entry and exit of the building.	Welcome Team leaders	21/7/2021- SB
	Welcome team to wipe down main surfaces ahead of service	Welcome Team leaders	21/7/2021- SB
	Bibles to be reintroduced to Sunday worship, but quarantine in the week ahead of the following week's service.	Minister/Welcome Team.	21/7/2021- SB
	Single-use service sheets to be used. Encourage congregation to take these home with them.	Minister	21/7/2021- SB
	Ensure, with Christ Church centre managers, that toilet facilities include an adequate supply of soap and disposable hand towels, and a bin for towels, are available.	Welcome Team leaders	21/7/2021- SB
	Ensure all waste receptacles have disposable liners (e.g. polythene bin bags) to reduce the risk to those responsible for removing them.	Welcome Team leaders	21/7/2021- SB
Visitors are unclear on requirements for attending	No formal register will be taken upon entry, but an informal register will be maintained after each service	Welcome Team Leaders	21/7/2021- SB

church or visiting the building for other purposes, or anxious about attending.	Website and social media accounts kept up to date with our Sunday service COVID measures	Administrator	21/7/2021- SB
	Regular conversations with the congregation to gauge people's response to COVID and the measures in place at church.	Minister	21/7/2021- SB
	Provide welcoming notices at the church entry that spell out our COVID measures	Administrator	21/7/2021- SB
Cleaning the church after known exposure to someone with Coronavirus symptoms	Where there is a known exposure to a positive COVID case, in consultation with Christ Church, building should be cleaned, and closed for 48 hours.	Minister	21/7/2021- SB