

Risk assessment template

Company name: Westoning Baptist Church

Assessment carried out by: Covid committee

Date of next review: September 2021

Date assessment was carried out: 7th January 2022

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	What further action do you need to take to control the risks?	Who needs to carry out the action?	When is the action needed by?	Done
Poor hygiene (hands + surfaces)	Attendees	Cleaning takes place every week.	Wipe down the doors and handles	JH – weekly cleaning		Ongoing
	Workers	Hand sanitiser is available on entry and exit		Person on door duty		Ongoing
		Provide water, soap and drying facilities.	Make sure soap and hand towels are kept stocked up.	JH/RH		Ongoing

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Transmission of SARS-Cov-2	Attendees	Ventilation will be maximised with windows and doors open.		Rota duty	Weekly	Weekly
	Workers					
	Visiting Preachers	Sanitiser is provided for those distributing the elements		Rota duty	Monthly	Monthly
		Prayer meetings will take place with distancing.		Attendees	Ongoing	Ongoing
	Social distancing is used as much as possible.			Door duty	Ongoing	Ongoing

More information on managing risk: www.hse.gov.uk/simple-health-safety/risk/