

Supplementary Risk Assessment for Rivington Chapel, Rivington, Lancashire

This supplement is to cover the additional requirements due to the COVID-19 pandemic whilst the chapel is open for Sunday services and other religious purposes excluding rites of passage. This covers the situation whilst the Chapel is covered by the National Lockdown announced on 4 January 2021.

Produced by: Peter Bearon (secretary and acting treasurer to the chapel trustees)

Approved by: on behalf of the Rivington Chapel Trustees

Date of approval: 05/01/2021 [Peter Bearon]

Approved by: on behalf of the Rivington Chapel Congregational Committee

Date of approval: 05/01/2021 [Alison Whitaker]

This is based on Government Guidance for Places of Worship issued 22 December 2020, the latest available at the time of creating this risk assessment.

Separate risk assessments have been produced for the use of the chapel for small meetings and rites of passage which will be updated if required

Date of next assessment: when COVID-19 guidance changes

List of significant hazards in the Chapel and Grounds	List the people who are at risk from the hazard (including the disabled, the elderly or young children)	Evaluate the risk (High/Medium/Low) Decide what is being done / can be done to reduce or remove the risk.
Inside the Chapel whilst open for Services		
Risk of transmission of COVID-19 by it being present on surfaces within the chapel	All	<p>Medium Risk:</p> <p>Hand sanitiser will be available on entry and exit from the chapel.</p> <p>All surfaces in public areas to be wiped down at least 48 hours before use of the chapel.</p> <p>Hymnbooks and soft furnishings etc. may be used provided that they are left in place and not touched by another person for at least 48 hours. Where this is not possible, they should be removed. In this instance, any service materials provided must be removed by the person using them and disposed of appropriately. [See note 1]</p> <p>No food or drink is to be allowed inside the chapel at any time.</p> <p>The risk of COVID-19 transmission is extremely low after 48 hours. It would be best therefore, to leave the chapel untouched for a period of 48 hours both before and after use. If this is not possible, then all surfaces in public areas should be wiped down again.</p> <p>If the organ is used, then the keyboard should be wiped down before and after the service.</p>

List of significant hazards in the Chapel and Grounds	List the people who are at risk from the hazard (including the disabled, the elderly or young children)	Evaluate the risk (High/Medium/Low) Decide what is being done / can be done to reduce or remove the risk.
Risk of transmission of COVID-19 from individuals who are suffering from, or carrying the virus	All	<p>Medium:</p> <p>Anyone accessing the chapel must maintain social distancing as required by the government guidelines.</p> <p>Before the start of each service the congregation should be reminded of the COVID-19 measures in place.</p> <p>Any one pew must only contain an individual or a single household group.</p> <p>To maintain social distancing of 2 metres, individuals or household groups should leave at least one empty pew between them and the next pew containing an individual or household group. [see note 2]</p> <p>There is no limit on the number of people attending a service (excluding rites of passage). However, given the necessity to maintain the social distancing rules, total numbers within the Chapel are unlikely to exceed the previous maximum congregation size of 30.</p> <p>As required by law all attending services within the chapel must wear a face covering unless they are medically exempt. An exception to this is for those leading services. Those who assist in the service (for instance by reading, preaching, or leading prayers) do not need to wear a face covering when they are speaking.</p>

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		<p>It is permissible to use instrumental music during services. Both professional and amateur groups may sing during the service but must keep to the usual social distancing rules and mitigate against aerosol transmission where possible.</p> <p>There must be no congregational singing at any time. Spoken responses or communal prayers may be recited, but these must not be in a raised voice and masks should not be removed.</p> <p>A record should be taken of all visitors to the Chapel which should be kept for 21 days for COVID-19 Track & Trace purposes. [see note 3]</p> <p>Whilst the area is under National Lockdown, it is not permitted to socialise/mingle with other households/bubbles within, or outside, the Chapel building.</p> <p>Given the small and intimate nature of the Chapel, it is not considered that signage to help maintain social distance is necessary. However, it is incumbent on Committee members to ensure that all such measures are explained and adhered to. [see note 4]</p> <p>If an open collection is to be taken, then the collecting receptacle should not be passed around, but left in one place. At the end of the service, the treasurer should remove the receptacle, and wait 48 hours before handling the money. [see note 5]</p>

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		People should enter by one door and leave by the other, staggering their departure to avoid potential bottlenecks.
Outside the Chapel whilst open for Services		
Risk of transmission of COVID-19 by it being present on surfaces	All	Low: The gates will be left open so that members of the public do not need to touch them.
Risk of transmission of COVID-19 from individuals who are suffering from, or carrying the virus	All	<p>Low:</p> <p>Anyone using the chapel grounds, whether for accessing the chapel or for other purposes, should maintain social distancing as required by the current government guidelines.</p> <p>A one-way system should be used, with people entering the chapel via one door and path and leaving via the other door and path. Suitable signage should be in place to indicate this.</p> <p>The one-way system should be in the same direction as that being used by the tea-room on the day.</p> <p>There should be no socialising/mingling with other households/bubbles within or outside the Chapel Grounds.</p>

Notes to the Supplementary Risk Assessment:

1. The 48-hour timeframe is from the Government Guidance last updated on 22 December 2020. Between normal services this timeframe should not cause a problem. Extra care will need to be taken when the chapel is used for rites of passage, meetings or other purposes.
2. Members of the Chapel Committee will be expected to ensure that this is adhered to.
3. As most people at the services will be regular attenders, it will only be necessary to make a note of who is present. This can be done by the treasurer or other member of the committee. For any visitors, the contact details of at least one member of each group should be written on a piece of paper which should be destroyed after 21 days so that we do not infringe GDPR. This piece of paper should be handled by only one person/household within a 48-hour period.
4. Consideration should be given to placing a notice in the notice board in the church yard to inform visitors what to expect when they come into Chapel.
5. The easiest way to do this might be for the treasurer to place one or more of the usual collection boxes in the chapel having first sanitised the handle(s). At the end of the service, the treasurer can then sanitise the handle(s) again and tip the collection into a money bag for removal and counting at least 48 hours later.