

**Covid-19 Risk Assessment
Youth Drop-in
Meeting at Ruwach Eastern Road - Lounge**

This risk assessment was conducted on 28th May 2021 by Youth Worker, Jessica Beaumont.

This risk assessment is based on the Ruwach Christian Church Covid-19 Risk Assessment and on a template provided by The Baptist Union of Great Britain. This document is specific to the Ruwach premises, considering the resources, facilities and organisational requirements as necessary.

This document is subject to regular review and will be reviewed after any changes in government regulations or guidance to ensure that the assessment of risks remain appropriate and the control measures are appropriate and functioning as intended.

Tom Partis will be the elder responsible for keeping up to date with government guidelines and suggesting any necessary amendments that need to be made to the risk assessment, to be approved by the Trustees. Where Tom Partis is unavailable, this will become the responsibility of Philip Crouch or Stephen Beard.

Leaders: Jessica Beaumont, Adam Gillies, Elaine James, Tom Partis

| Risk: Covid-19 entering the premises and potentially infecting users of the building | | | |
|---|-------------------------------|---------------------------|---|
| Persons at risk: Leaders, staff, attendees | | | |
| Control measures | Control in place (Y/N) | Person responsible | Comments |
| Ask anyone symptomatic not to attend | Y | JB | Prior to first/each meeting |
| All families asked to follow government guidance on self-isolation after symptoms and/or positive test/contact tracing/returning from foreign travel. | Y | JB | Prior to first/each meeting |
| Verbal symptom checks on entry | Y | Leaders | Checks will consist of asking entrants or parents to declare if their child or anyone in their household has experience fever, a persistent cough or loss of taste/smell in the last 7 days |
| Young people and leaders to wash hands or use hand sanitiser on entry to the building | Y | Leaders/ Attendees | Hand sanitiser and hand washing facilities will be available upon entry |
| Action plan in place in case and communicated to leaders in event of Coronavirus case known to enter premises | Y | JB | Discretion will be used for young people displaying coughing symptoms on site, and suspected cases will be asked to leave, return home and follow government guidelines |
| Display suitable posters to ask people with symptoms not to enter the building | Y | JB | Leaders will check all posters are in place before drop-in |

Risk: Covid-19 entering the premises and potentially infecting users of the building**Persons at risk: Leaders, staff, attendees**

| | | | |
|--|---|---------|---|
| Social distancing measures to be maintained where possible, including arrival and departure of the venue | Y | Leaders | Leaders will be trained and deployed to manage people at key stages to maintain 1m+ social distancing |
|--|---|---------|---|

Risk: Transmission of Covid-19 to an individual direct from infected person**Persons at risk: Leaders, staff, attendees, parents/carers**

| Control measures | Control in place (Y/N) | Person responsible | Comments |
|---|-------------------------------|---------------------------|--|
| Suitable social distancing policy in place | Y | Leaders | Leaders will encourage young people to maintain 1m+ social distancing whilst in attendance. JB will notify parents/carers of 1m+ social distancing requirements prior to meeting together. |
| Areas marked out of bounds where appropriate | Y | JB | Leaders and young people will be made aware of areas that are out of bounds verbally and using signage |
| Capacity monitored and entry stopped when capacity reached. Registers will be destroyed after 21 days. | Y | JB | A maximum of 15 young people and leaders should attend. A booking system will control the number of attendees per session and a register will be kept. Young people who arrive who have not registered and cause numbers to exceed the maximum will be asked to return home. |
| Signage in place to remind people of safe practices | Y | JB | JB/Leaders will check this is in place |
| Leaders and young people who fall into the vulnerable, clinically vulnerable and extremely clinically vulnerable categories will be assessed and any provisions made accordingly. | Y | JB | In line with current government guidance |

Risk: Transmission of Covid-19 to an individual via a contaminated surface/item**Persons at risk: Leaders, staff, attendees**

| Control measures | Control in place (Y/N) | Person responsible | Comments |
|---|------------------------|--------------------|--|
| Regular cleaning of surfaces likely to be touched regularly with appropriate sanitiser | Y | Leaders | Leaders will regularly wipe door handles and doors and other surface contact points will disinfectant wipes during entrance and exit phases of the session |
| Toilet supplied with disposable hand towels | Y | Leaders | Leaders will check that the toilet is equipped/ maintained with disinfectant wipes, paper hand towels, toilet roll and soap |
| Room will either not be used again for 72 hours or thoroughly cleaned between uses | Y | JB | All touched surfaces will be disinfected. This includes tables, chairs, toys, light switches, equipment, sinks and toilets. Floors will be thoroughly vacuumed or mopped. |
| Caution will be taken when distributing food and drink items | Y | JB | Leaders will wash or sanitise hands thoroughly before distributing food or drink items. Young people will be encouraged not to share food or drink or touch other peoples food/drinks. |
| Keep a register of attendees | Y | JB | In line with current government guidance |
| Introducing enhanced cleaning of toilet facilities, provision of more waste facilities, more frequent rubbish collections | Y | Leaders | Open, easy clean plastic buckets located in toilet and main meeting room. Leaders will empty all used bins after session finishes. |

Risk: Transmission of Covid-19 to an individual via contaminated waste**Persons at risk: Leaders handling waste**

| Control measures | Control in place (Y/N) | Person responsible | Comments |
|---|------------------------|--------------------|--|
| All waste to be assumed contaminated and handled appropriately | Y | Leaders | All waste in bins will be transferred immediately to general waste outdoor bin. |
| Anyone handling waste to be trained in suitable working practices | Y | JB | Training of leaders to be conducted prior to first session |
| All waste handled with suitable PPE | Y | JB | Leaders will be provided with disposable gloves and face masks for cleaning toilets and handling waste |
| All bins lined with disposable liners and all waste bagged prior to disposal and disposed of as hazardous waste in line with normal infection prevention control policies and procedures. | Y | Leaders | Strong bin liners will be used for bagging the contents of all bucket bins, after every club. |

Risk: Transmission of Covid-19 to an individual via contaminated waste

Persons at risk: Leaders handling waste

| | | | |
|--|---|---------|---|
| Lidded bins operated by foot-pedal to be provided. | Y | Leaders | Open plastic bucket bins will be used throughout, as these are easy to clean, and avoid human contact. Waste once deposited into the bin is not considered hazardous to users of the building, as it cannot aerosolise itself. Leaders handling the bucket bins will have PPE and empty these into bin bags, which will be tied closed. Bins will then be wiped for disinfection. Pedal bin used in toilet. |
|--|---|---------|---|

Signed: P. [Signature]

Date: 27/6/21

Signed: Jesscafer [Signature]

Date: 27/6/21