

Standard												
	Risk		Risk	Likelihood	Impact	Risk Score	Mitigation		Likelihood	Impact	Risk Level	Notes
1	REFRESHMENTS	Sunday Club refreshments with plate of biscuits and squash for children with high risk of droplets and touching	People	4	3	12	Sunday Club to offer children biscuits to pick one pack of prewrapped biscuits and sealed squash with straw.		1	1	1	
2	REFRESHMENTS	Children gathering together to collect biscuits and squash	People	3	3	9	Children to be invited one at a time to come and collect a pack of biscuits and drink		1	1	1	
3	CRAFTS	Children sharing craft resources may increase the chances of virus	Equipment	4	3	12	Children to be issued their own essential craft bag. The group leader will prepare any extra craft material into individual bags for children to reduce sharing		1	1	1	
4	MOVEMENT	Children sitting closer than 2 metres next to each other	People	4	3	12	Children to be allocated a chair and table with a 2 metre distance between the tables.		2	1	2	
5	HIGH TOUCH POINTS	When entering and leaving rooms, the use of door handles and touching of door increases	Building	3	3	9	The doors in the rooms to be left open to reduce the risk of door handles being touched regularly		1	1	1	
6	VENTILATION	The ventilation of rooms may cause the rooms to become colder, especially in the winter	Building	3	3	9	The windows in the room to be opened to ensure fresh air is circulating. Children to be encouraged in the winter months to bring a jumper to reduce the risk of colds developing		1	1	1	
7	WALKING TO ROOM/S	The children leaving from the Sanctuary to Sunday Club leads to doors being opened, especially the main hall	Building	2	2	4	Children to sit on the right hand side of church and to leave via the double doors to the main hall with all doors open before moving. The doors to the other rooms will also be open beforehand.		1	1	1	
8	USING BIBLE & BOOKS	The sharing of books may cause the virus to spread easier	Equipment	2	2	4	Children to be issued with a Bible in their own essential craft bag.		1	1	1	
9	CARETAKER HOLIDAY	The room/s not cleaned as the caretaker is on annual leave	People	2	2	4	The caretaker and Children & Families Worker to discuss upcoming holidays. Children & Families Worker to arrange for someone else to set up and down + clean on those occasions		1	1	1	
10	ROOM HIRE	Sunday Club room/s being hired within a 72hr window before. The virus may still be active on surfaces	Building	4	2	8	The room/s to be anti-bac on the day to reduce the risk of transmission. The caretaker to clean high touch points handles, adjust toilets (door & flush handles) in main hall and the chairs placed out to be anti-bac on the backs, side and front. The caretaker has agreed to set up and down the room beforehand and after.		2	1	2	
11	COVID SAFE SPACE	The chance of children & adults forgetting to wash their hands on arriving at church in the foyer	People	4	2	8	Leaders and children to wash their hands with anti bac before entering Sunday Club		2	1	2	
12	FACE COVERINGS	Droplets from mouth covering surfaces from chatting	People	3	2	6	Following UK Government law regarding places of worship, all leaders and volunteers will wear a visor or mask. The law exempts children under 11 from wearing a face covering.		1	1	1	
13	THE CANDLE	The children lighting the candle in a small space and then the droplets from the candle being extinguished at the end	Equipment	2	2	4	A lantern will be used with an enclosed candle. It will be pre-lit before the service and carried by a child between the Sanctuary and Sunday Club. The rest of the group will keep a two metre distance. The candle will be extinguished when everyone has left to reduce droplets travelling to others.		1	1	1	

Risk Score & Level

Impact	Severe	5	5	10	15	20	25
	Major	4	4	8	12	16	20
	Moderate	3	3	6	9	12	15
	Minor	2	2	4	6	8	10
	Insignificant	1	1	2	3	4	5
			1	2	3	4	5
			Remote	Unlikely	Possible	Likely	Highly Likely
			Likelihood				

Key to Risk Level	
Catastrophic	
Unacceptable	
Undesirable	
Acceptable	

