

COVID-19 Education Settings Specific Event Risk Assessment template

Setting/Service being assessed: All Saints Church
Assessor Name: James Grimsby
Manager Name: Mark Cresswell

All Saints Church
Review Date: 2/12/21

Description of activity being assessed (provide a brief description of the activity, the tasks, people, equipment and site(s) involved):

Holding a Christmas Carol Service with Year 5/6 pupils within the local church.

Area of risk	Control Measures in place	By whom	Date Completed		
Direct person to person transmission.	(Examples of controls will include: making checks ensure people are not symptomatic, staff cohorting, use of outdoor space where possible, online meetings and training or keeping staff groups to the smallest number possible, avoiding pinch points or areas of congestion through use and layout, and improving fresh air indoors, putting in place measures to separate ill people, use of face coverings on schools transport where appropriate and using PPE when providing first aid).				
	 Entry Places have been pre-booked and so names will be check as they enter to ensure that we stay within our limits and that we have contact details. Parents will be asked to take an LFT before attending, asked if they have any symptoms and asked to wear a mask unless exempt (masks will be provided at the door if needed) 	Office Staff	3.12.21		
	 Hall Safety Places have been limited to one per household (41 on Monday and 39 on Tuesday) for each performance and staff limited to a minimum There are sufficient rows to enable one parent per row, with parents sat apart alternating nearest the wall/nearest the aisle to achieve a 2m gap. Parents will be separated into Juniper and Elder to minimize mixing. Parents will not be sat on the front row to enable sufficient distance between the children and the audience. The church is seen to be well-ventilated due to its size; the back doors may be left open to provide additional airflow; however, the temperature needs to be considered. 	56 Staff	6.12.21		
	 Parents will be asked to wait outside before a member of staff until they are taken to their seats. The first people will be taken to the front seats. Parents will be asked to sanatize their hands on the way in and then they will be shown to their seat. Parents must remain in their seats at all times. Parents will not be able to take photographs/film at this point as we do not have permission from all parents. Therefore, parents cannot move to get a better 'shot'. Parents will be required to keep their masks on during the performance unless exempt. 	James Grimsby James Grimsby			
	 The performance has been limited in length to ensure the shortest period of time indoors. At the end of the performance, parents will be asked to remain seated and then we will release the children to them outside: Juniper at the back of the church / Elder at the side. 	56 staff			
	Bubble Security Parents are being split on either side of the aisle by class and will ask to wait in two locations at the end in order to collect the children				



Area of risk	Control Measures in place	By whom	Date Completed			
	The class will be separated on the alter to ensure there is some distance between the two classes as they will be singing.					
	Community Transmission Rates • This risk assessment has been written at the last possible moment to ensure that the school can track daily community transmission rates and the number of cases within the school.	James Grimsby	3.12.21			
	Further measures which support risk reduction, but do not replace the requirements detailed in this assessment include: encouraging participation in COVID-19 asymptomatic testing and vaccination programme.					
	The school will video the performance also and try to share this with parents through a secure youtube account in order to provide an option for those who do not feel it is safe to attend.	56 Staff to Film	6.12.21			
	 We can only do if we obtain permission from all parents which may not be possible. Therefore, we cannot confirm this until Thursday. However, if needed, we may be able to provide a private showing of this recording in the following week within school for those families who do not wish attend due to potential covid risks. 	James Grimsby to distribute				
		Sam Whitby to obtain permissions				
Surface transmission, including equipment and resources	(Examples of controls include increased regular cleaning and disinfection of premises, equipment, vehicles, touch points etc, considering when equipment is shared between different users, provision of bins and tissues to encourage good respiratory hygiene, using different cleaning equipment for different areas, provision of hand hygiene stations, prompts to encourage hand hygiene, education and signage to encourage cleaning, hand and respiratory hygiene, emptying bins regularly)					
	The school will be the only users of the church that day Parents and pupils will be asked to sanatize on the way in	James Grimsby	6.12.21			
Persons at increased risk from the virus and those with	(Examples of controls include identifying all persons at increased risk and undertaking individual risk assessments (Individual risk assessment templates available), reviewing support plans to ensure that they reflect individual needs for the activity)					
increased support needs	The school is not able to request this information and therefore, parents attending must decide this for themselves after reading this risk assessment.	Nikki Graham to share RA with parents	6.12.21			
Staff and pupil mental health and well-being due to anxiety or increased pressure	(Examples of controls include identifying sources of support and how you are signposting to and encouraging use of these as well as what management support you have put in place)					
	 Throughout this process, pupil and staff (and parent mental health) has been the key driver in trying to ensure this key moment in a child's education can go ahead. It is believed that cancelling at this point would potentially risk more damage to mental health that the risks of covid does to their physical health 	All staff	Ongoing			
Lack of awareness of the	(Examples include education of staff, pupils and visitors about symptoms and steps to take if they or others become ill, the use of posters or signage to provide reminders of rules and requirements, guidance documents, school bulletins, team meetings, ensuring everyone is aware that all measures must continue to be in place even if participating in COVID-19 testing and vaccine programme, instructions for visitors and service users)					
control measures and requirements (the need for	rules and requirements, guidance documents, school bulletins, team meetings, ensuring everyone is aware that all measures n	nust continue to be in plac	e even if participating			



Area of risk	Control Measures in place	By whom	Date Completed		
Emergency arrangements and response to someone	(Examples include compliance with COVID-19 First Aid Guidance, ensuring arrangements for actions to take if a person develops symptoms including third party premises and during long journeys, compliance with management of cases guidance)				
developing symptoms	All attendees will be known and therefore the school will have contact details.	Sam Whitby	3.12.21		