

Christ Church Blackpool (CCB) COVID-19 Guidelines

Updated 14 October 2020

The following risk assessment and action plan has been compiled as a result of a walkthrough of the Slimming World Studio (87 Ansdell Rd, Blackpool FY1 6PU) by Ben Read and representatives of Slimming world Blackpool. All aspects of opening the building for public CCB meetings have been considered and how to mitigate against risks of infection with COVID-19.

Area of Risk	Reducing the Risk	Actions	Notes
Building Has one Entrance	Ensure that people are only travelling in one direction at a time, in or out, at start and end of gatherings. Prevent lingering in or near doorway.	Host team to help people socially distance and explain the systems. Host team to manage numbers coming into the building and ensure people are maintaining appropriate distance.	Host team to manage the coming and going of individuals through the entrance.
Sanitising Station	Hand Sanitiser available at the entrance door.	Host team to encourage use of sanitiser on entrance and exit of the building.	Wash hands sign
Preaching/Leading the meeting	The Morning Leader/Preacher will be required to do so in a way which minimises any risk of spreading infection.	Either standing at more than 2m from others, behind a screen or wearing a visor.	There's a 2m gap between speaker and front row.
Wearing of Masks	From 8th August 2020 Face Coverings will be legally required in places of worship. Staff will not have to wear Face Coverings in the building if all other social distancing and COVID-19 compliance guidelines are being followed.	Signs at entrances requesting Face Coverings. Inform people attending meetings that Face Coverings will be required. Provide disposable masks in case anyone forgets.	Keep under review. Be aware of exemptions and ready to explain if some people are not wearing so that those who are exempt are put at ease.
Numbers	Currently 26 people socially distanced, this may vary slightly if people are attending in couples/households/ bubbles.	Depending on the type of gathering and layout of chairs the number will be decided by leaders before any gathering and communicated appropriately.	Each event shall be ticketed to control numbers

Social Distancing	1m with other risk mitigation in place (e.g. masks/ ventilation etc)	Chairs measured out with 1m distance	Host team member to escort each individual/couple/household to seats.
Toilets	CCB shall encourage visitors to use the toilet before coming but toilets shall be cleaned after each service	Clean toilets after service.	See Cleaning instructions.
Chairs/Seating	Chair frames to be wiped down after use.		See Cleaning Instructions.
Worship	One person can lead music, playing a non-blown instrument and sing, but others must not join in.	Person singing should be at a distance from others of more than 2m and behind a screen or wearing a visor. Prayers and reading to be brought one at a time, from the front, standing 2m from the front row.	Singer to be more than a 2m distance from others. Morning leader to safely facilitate.
Children	No children's work to be provided currently. Parents to be responsible for their own children.	Ensure parents are aware.	Keep under review.
Communion	Communion can be shared as follows: Servers wear gloves. Wine in individual glasses given to each person. Server breaks off bread and drops into hands with no physical contact. Bread kept in sealed container and wine covered until use.	Servers briefed. Gloves available for servers.	
Seating Layout	Appropriate socially distanced seating layouts to be decided by the leaders in advance of gatherings.	Chairs (and tables) set out before each gathering.	Households sat together 1m apart from other households wearing masks.

Refreshments	Refreshments will not be offered at this time.	Households could bring their own refreshments. Will be reviewed as guidance changes.	Keep under review.
Cleaning	Cleaning to be carried out after each use of building by the users.	Ensure someone is responsible for cleaning and give clear instructions. Provide antibacterial wipes or spray and paper towels. Provide Gloves.	See Cleaning instructions.
Ventilation	Open windows and doors where appropriate before and after gatherings to allow fresh air to flow through.		
Track and Trace	A record must be kept for 21 days of everyone who attended the gathering, including contact details.	Provide a form/register to be filled in by A Host team member of all attendees (Staff/volunteers/congregation). For each service.	

From Wednesday 14th October a new tier system shall be in place. Our services will be affected differently depending on the tier that we are in

Tier One	Tier Two	Tier Three
<p>Everyone attending must arrive and sit:</p> <ul style="list-style-type: none"> • alone, • as part a group no bigger than 6 or • part of a group all from the same household or support bubble. 	<p>Everyone attending must arrive and sit:</p> <ul style="list-style-type: none"> • alone or • part of a group all from the same household or support bubble. • And must not mingle with another group or person 	<p>Everyone attending must arrive and sit:</p> <ul style="list-style-type: none"> • alone or • part of a group all from the same household or support bubble. • And must not mingle with another group or person

CCB Covid-19 Cleaning Instructions

The building is to be cleaned after each use by those using the building. The following instructions should be followed using antibacterial wipes or antibacterial spray and paper towels which should then be disposed of appropriately. Those Cleaning should be encouraged to wear gloves.

Area Actions	
Ventilation	Open doors and windows before and after meetings to allow air flow. Don't forget to close them again!
Chairs and Tables	Wipe down all chairs and tables that have been used during the gathering.
Door Handles	Wipe all door handles and push plates on doors. Also hooks which hold doors open, locks, keys etc.
Area Actions	
Hard surfaces	Regularly touched hard surfaces should be wiped down. E.g. Stair bannisters, window ledges, music stands/ lectern etc.
Toilets	Wipe down of door handle toilet and sink.
Communion Cups	Wash all communion cups or place in dishwasher and turn on.
Microphones	Clean all microphones with antiseptic wipes after each use and where possible leave for 48 hours before being used by another person.