



COVID RISK ASSESSMENT DOCUMENT
IN HIS PRESENCE CHRIST TABERNACLE CHURCH

Organisation Name: In His Presence Christ Tabernacle

Assessment Carried Out

Date of Review:

Date Assessment 17/08/2020



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<u>Hazards</u>	<u>Actions</u>	<u>Comments</u>
Environment Risk of Falls Risk Accident Risk of Trips	<p><u>Lone working is not allowed there must be minimum of 2 people in the premises to deal with any unexpected illness, accident or injury. If someone must be alone, they should ensure that Pastor James is aware and when you are expected to finish.</u></p>	<p>There are first aid kits in the premises while the housekeeping team clean the church. During cleaning hazards sign must be display</p> <p style="text-align: center;">Blankets are available.</p> <p style="text-align: center;">Hazards signs are displayed</p>
	<p>There is carpet on the hallway, auditorium and the children church which mitigates against the risk.</p>	
	<p>The church premises is cleaned outside service hours; only the housekeeping team would be in the premises.</p>	



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<u>Hazards</u>	<u>Actions</u>	<u>Comments</u>
Environment Risk of Falls Risk Accident Risk of Trips	<u>Minor falls with no injury</u>	There are first aid kits in the premises while the housekeeping team clean the church. During cleaning hazards sign must be display Blankets are available. Hazards signs are displayed
	If someone has a fall, assess the risk if it's a minor fall and there is no head or body injury.	
	Apply first aid and support the individual to a sitting position. Offer water if required.	
	Support the individual to get home if required.	
	If the individual feels pain, the individual should visit the GP and get checked out. Complete the accident report form.	
	Inform Pastor James via message and Pastor Sarah.	



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Environment Risk of Falls Risk Accident Risk of Trips	<u>Falls with injury</u>	
	The individual must not be moved, the person nearby should shout for help for the designated first aider if there is no help available, Phone 111 and follow instructions.	There are first aid kits in the premises while the housekeeping team clean the church. During cleaning hazards sign must be display Blankets are available. Hazards signs are displayed
	Call the name of the person, cover the person with blanket and make the person comfortable until help arrived.	
	Complete the accident report form.	
	Inform Pastor James via message and Pastor Sarah.	



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Environment Risk of Falls Risk Accident Risk of Trips	<u>Accident</u>	There are first aid kits in the premises while the housekeeping team clean the church. During cleaning hazards sign must be display Blankets are available. Hazards signs are displayed
	Vulnerable people or due to underline health issues.	
	To dial 111 and follow instructions	
	Complete the accident report form.	
	Inform Pastor James via message and Pastor Sarah.	



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Environment Risk of Falls Risk Accident Risk of Trips	<u>Trips</u>	There are first aid kits in the premises while the housekeeping team clean the church. During cleaning hazards sign must be display Blankets are available. Hazards signs are displayed
	There is no worm carpet	
	All electric cables are secure away with safety	



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<u>Hazards</u>	<u>Actions</u>	<u>Comments</u>
Fire	<u>Rise of Fire</u>	Fall the fire procedures Sound the fire alarm Follow fire exit points Assembly at fire assembly point Take a roll call to ensure everyone that in the building has been accounted for. No one should re-enter the building until certify safe by the Fire Marshal



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Electronics Equipment	<p>The following items are checked for safety by a competent person before use.</p> <p>Hygiene Procedures followed and complied with.</p> <ul style="list-style-type: none"> • Drum • Key board • Microphones • Mixer • Laptop 	<p>These items will not be share with another person. Each item has one designated person to use and they maintained social distancing.</p> <p>The drum will be play by a designated drummer.</p> <p>The keyboard by a designated keyboardist.</p> <p>Microphones will not be share, each officiating Pastor/minister will have designated microphone</p> <p>The mixer and the laptop will be operated by a designated person</p> <p>Each item has one designated person to use and they maintained social distancing.</p>



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Cleaning Agent	Cleaning agents only accessible to Housekeeping team; bleach and disinfectant and maintenance materials are kept in a secured cupboard.	Housekeeping team are trained in the use of cleaning agents.



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