

# Covid-19 Risk Assessment – Communion in Church Services

## Version Control

Version	Date	Comments
V0	10/9/20	creation
V1.1	17/12/20	No change
V1.2	20/5/21	No Change

## Introduction

Below is the risk assessment for Communion in Services at Christ Church Woodley, this has been built using the guidance from The Methodist Church UK 10<sup>th</sup> August updates. It is reliant on the Services Risk assessment. This is a live document and will be reviewed each time the Services Risk Assessment is reviewed; new guidance is provided by Government and/or The Methodist Church UK.

The Trustees of Christ Church Woodley need to sign off on this and all future updates – Communion cannot be served worship unless the box below shows that the trustees have signed off on this risk assessment and any procedures it calls upon.

## Trustees Sign off

<b>Date</b>	<b>Signature on Behalf of CLT</b>	<b>Comments</b>

## Method proposed for Communion

This risk assessment is based on the current arrangements for services (as in Service at CCW Risk Assessment) and the following method of service Communion – if either change then this risk assessment needs reviewing.

1. Obtaining elements
  - a. Prewrapped bread sticks to be purchased
  - b. 'wine' to be used from current bottled supplies
2. Laying out elements
  - a. Using gloves and mask 'wine' is decanted into clean dispensing bottles
  - b. Using gloves and face mask prewrapped bread is place on each allocated seat, and a clean glass is put in the seat holder
  - c. Just before congregation allowed into church each glass is filled from dispensing bottle by person with gloves and mask
3. Start of service
  - a. Inform congregation of the procedure for communion
4. Act of Communion
  - a. Remind congregation of procedure
  - b. Ask congregation to unwrap bread at appropriate time ask them to retain wrapper
  - c. Take bread & 'wine' at appropriate time, returning glass to holder.
5. Blessings
  - a. Blessing for those not receiving communion to be given from the front with precipitants in their places
6. Clearing away
  - a. Congregation asked to deposited break stick packaging at exit door
  - b. Gloved person to collect all glasses (need a container for any remaining 'wine'), and any discarded bread sticks or wrappers
  - c. Glasses and 'wine' dispensers to be washed up and placed in sealed container for next time
  - d. Floor to be vacuumed of any crumbs, all wrappers put in dust bin, 'wine' remainder flushed down sink

<b>Name &amp; Address of Church</b>	<b>Christ Church Woodley, Crockhamwell Rd, Woodley, Reading RG5 3LA</b>			<b>Assessment under taken by - James, with help from Back to Worship Committee and CLT</b>
<b>Area Assessed</b>	<b>Communion in Services</b>			<b>Date of creation – 10/09/2020</b> <b>Date to be Reviewed – as needed</b>

**Coding for Risk assessment**    **Likelihood:** 1 = Seldom, 2= Frequently, 3= Certain or near certain

**Severity:** 1 = Low (minor injury), 2 = Medium (serious injury), 3 = High (fatality)    **Risk Rating:** 1-2 = low, 3-4 = medium, 6-9 = high priority

<b>Hazards/Risks</b> <i>Think about the areas where contact takes place</i>	<b>Persons Affected</b> <i>Think of anyone who comes in contact</i>	<b>Risk assessment pre-control</b>			<b>Additional Covid-19 Controls – Reducing Risk</b> <i>Think of which prevention strategy that could be used in each scenario to reduce the spread of Covid-19</i>	<b>Action Plan</b> <i>What needs to be done and by whom?</i>	<b>Post- control risk</b>
		<b>Likelihood</b>	<b>Severity</b>	<b>Risk Rating</b>			<b>Likelihood X Severity = Risk rating</b>
Elements are contaminated before use	Comm steward, all	2	3	6	Pre-packaged bread to be purchased. Wine from bottles kept closed and only used with gloves.	Purchase & store pre-packaged bread.  (Comm Steward)	1 X 3 = 3
Wine & bread infected during setting out	Comm steward, all	2	3	6	One steward wearing gloves & mask to place pre-packaged bread and wine at each seating position	Training  (Comm Steward)	1 X 3 = 3

Contamination due to not knowing procedure	everyone	2	2	4	Remind all of procedure.	Announcements at start. (Worship Steward), & during communion. (Preacher)	1 X 2 = 2
Contamination via waste elements and/or packaging	everyone	2	2	4	Individuals put wrappers in bin. Comm Steward with gloves collects any remaining wrappers & bread and disposes them with bin contents in to dustbins. Unused wine flushed down sink.	Training (Comm Stwrd)	1 X 2 = 2
Contamination via used glasses	everyone	2	2	4	Individuals put glasses back in holder. Comm Steward with gloves collects glasses, washes them up and stores in sealed container.	Training and storage container (Comm Stwrd)	1 X 2 = 2
Contamination during a blessing	everyone	2	2	4	Blessing to be given from at least 2m away, suggest given from front, received in seat.	Training of, and announcement by preacher (Preacher)	1 X 2 = 2