

HOLY	TRINITY	CHURCH	AT	SIBFORD
RISK ASSESSMENT PRIOR TO OPENING	The Parochial Church Council has resolved to make every effort to safely reopen Holy Trinity Church at Sibford for Public Worship effective from 1st September 2020. In accordance with Government and Church advice, a risk assessment has been carried out, the results of which are shown below. The risk assessment will be kept under close and continuing review. Any changes that are needed in the light of our experience will be enacted and the assessment amended accordingly. It is of course the responsibility of everyone to stay alert and to take reasonable steps to keep themselves and others safe during these difficult times.			
Cleaning and quarantine measures	A quarantine period approaching the 72 hour minimum time period will elapse between Services, during which the Church will be closed for Public Worship. Following each Service, all pew rails and seating areas will be detergent cleaned.			
Pews and Seating	It is important that social distancing regulations are adhered to at all times. Accordingly, the pews on both sides of the central aisle will be used with one pew being left vacant between each row. There will be a limit of two people per pew. Using the same seating configuration, the remaining areas of the church can be used, if the centre pews become full. A sidesperson will be available to assist as required. Kneeling cushions will not be available in current circumstances.			
Hand hygiene	The congregation is required to make use of the hand sanitisers upon entering the Church			
Sacraments	For communion services, the wafer sacrament only will be administered by the Celebrant at the pews, using the vacant pews for access.			
Upon entering the church	Please ensure that you enter the Church one by one. Please make your way to your pew and avoid bunching and queuing			
Upon Leaving the church	To avoid bunching and queuing at the door, the person leading the service will ask that the congregation leave in single file starting from the rear of the Church.			
Face Masks	It is for each individual to decide upon the wearing of face masks			
Door	Other than in extreme weather conditions, the main door will be left open during services			
Pew sheets and order of service	The weekly pew sheet and order of service will be made available online, which the congregation are encouraged to print or download wherever possible. Where this is not possible, a limited number of these will be available in the Church. Once used the order of service sheet will be placed in 72 hour quarantine before being re-used.			
Coin Collection	No collection will be taken during any service but a collection tray will be available at the back of the church for cash donations including gift aid envelopes			

HTC risk assessment v1.xlsx

Track and trace	Arrangements will be made whereby a record is kept of those who attend each Service together with their contact details and the date of their visit. This will be used for Track and Trace purposes and for no other reason whatsoever.
Bell ringing	The Bell will be rung by a responsible person nominated by the PCC before Sunday morning services, subject to safe and considerate access to the bell cords.
Childrens play area	Unfortunately the childrens play area, including the books and toys, will not be available in current circumstances.
Sharing of the peace	Sharing the Peace is an important part of our Worship. However, physical contact should not be practised other than between members of the same household or "bubble"
Refreshments / fellowship	In present circumstances there will not be any refreshments after services. However subject to the prevailing weather conditions, it is hoped that fellowship will take place outside after each Service.
Music	In present circumstances, hymn singing is not allowed so hymn books will not be available. However we do hope that we are able to play the organ or alternatively to play appropriate pre recorded music to support our Worship
Date of original assessment	28th July 2020
Date of 1st update	To be advised
Date of 2nd update	To be advised
Date of 3rd update	To be advised