

COVID-19 RISK ASSESSMENT for

Youth Fusion Fridays at theBarn



Carried out by Mary Keyte and Emma King

Date 16/09/2020

SECTION 1 – MINIMIZING RISK OF INFECTION WITH COVID-19 WHILE MEETING AT THEBARN						
What are the hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to control this risk?	Action by who?	Action by when?	Done
General Risk of infection while meeting in-person at theBarn	All attendees All in-person meetings carry a degree of risk	<ul style="list-style-type: none"> - Meeting organisers will follow national guidelines to make the venue COVID-secure - Use of online teaching and meet-ups eg. via Zoom will continue or replace in-person meetings if necessary - Government guidance and rules including Track and Trace procedures will be followed 	<p>Letter to parents to include a disclaimer reminding them that attending any gathering with other people during the pandemic is carries risk. Requirements and expectations to be clearly outlined and necessary contact and medical information collected.</p> <p>COVID-secure posters to be displayed</p>	Mary Keyte / Emma King	25 Sept 2020	
Drop off/Collection	<p>All attendees ie. Young people and adult leaders</p> <p>Risk of parents/carers and YP gathering to socialize outside theBarn</p> <p>Risk of infection may be increased by close contact or crowding at entrances/exits</p>	<ul style="list-style-type: none"> - Making sure that YP have no symptoms of COVID-19. (Parents must not send their children if they are displaying symptoms. Signage at entrances 'Do not enter if you have coronavirus symptoms') - Hand sanitizer station on arrival and leaving, remind attendees to use it - Parents to drop off and collect promptly (to avoid socializing) at the front door and collect from side door - Name and contact details of parent/carer of YP and all adult attendees 	<p>Name and phone number of parent/carer to be recorded for every YP attending and recorded for 21 days by Emma King</p> <p>Signage for hand sanitizer use</p> <p>Letter to parents outlining procedures</p>	Mary Keyte / Emma King	25 Sept 2020	

Impact on vulnerable people	<p>YP, leaders <u>and</u> their households who are vulnerable to COVID-19 including:</p> <ul style="list-style-type: none"> - Those aged 70+ years - Pregnant women - Those having certain underlying conditions - Certain ethnicity (ie BAME) <p>Risk of serious disease is higher in vulnerable groups</p>	<p>Vulnerable people will be identified</p> <ul style="list-style-type: none"> - Having a medical form filled in by parents. - Discussion with all adult leaders <p>Conversation will be held reminding parents/carers of the risks of attending the group and Encouraging any leaders and YP with underly health issues to not attend.</p>	<p>Medical form to parents with letter</p> <p>Request medical information and discuss with adult leaders.</p>	MK / EK	Ongoing	
Social Distancing requirements	<p>All attendees</p> <p>Risk of infection is increased by close physical contact,</p> <ul style="list-style-type: none"> - less than 2m distance between people, especially indoors and for extended periods of time 	<ul style="list-style-type: none"> - Signage to remind people to keep 2 metre distance where possible, if not then 1.2 metres - Rope off areas not to be accessed - One-way systems will be marked out - No physical contact eg hugging or handshakes 		MK / EK	Ongoing	
Hand hygiene	<p>All attendees</p> <p>Risk of infection is increased by poor hand hygiene</p>	<ul style="list-style-type: none"> - Sanitiser available and reminders for all to use them regularly - Reminders of Hand washing for at least 20 seconds - Limit high-touch areas eg. Door handles, keep doors open where possible - Limit use of equipment 	Signage in bathrooms/kitchen of correct hand washing technique	MK / EK	Ongoing	
Cleanliness	<p>All attendees</p> <p>Risk of infection is increased if cleanliness is not strictly maintained</p>	<ul style="list-style-type: none"> - Rigorous cleaning regime to be carried out in rooms used before each session - Attention to high-touch areas including door handles, counters - Use of disinfectant wipes for items touched by attendees - Limit areas to be used eg. Use of ropes, nobody upstairs or in the kitchen/sound desk/stage areas 		MK / EK	Ongoing	

Face-covering requirements	All attendees Risk of spreading infection by breathing, talking, sneezing and coughing is decreased by wearing of well-fitting face-masks that cover nose and mouth.	<ul style="list-style-type: none"> - All individuals aged 11 and above to wear face coverings when indoors. - In case of exceptions, attendees may be asked for an exemption card stating medical reasons 	Letter to parents/carers with this information	MK / EK	Ongoing	
Session length	All attendees Extended contact increases COVID risk	Sessions will be limited to 75 minutes max	Parents/carers to be reminded to collect promptly	MK / EK	Ongoing	
Limiting numbers	All attendees Contact with larger number of people increases risk	<p>Bubbles of maximum 15 young people will be created</p> <ul style="list-style-type: none"> - Bubbles will not overlap - Parents must pre-book YP for each session - Two bubbles will be created according to year groups ie. Bubble A (Year 7-8) and Bubble B (Year 9-11) with possible sibling exceptions 	Booking system to be created and implemented	MK / EK	Ongoing	
Use of outdoor versus indoor space	All attendees Risk of infection is higher indoors	Where possible, activities will be outdoors to minimize infection	Plan for weather appropriate activities and remind attendees to bring warm clothing	MK / EK	Ongoing	
Use of Toilets	All attendees Risk of infection due to close contact, and high-touch areas is increased	<ul style="list-style-type: none"> - Only the Disabled toilet may be used - Toilets to be cleaned before and after group has met - YP to go to the toilet one at a time. - YP reminded to wash hands with soap for 20 seconds - Hand sanitizer to be readily available 	Signage	MK / EK	Ongoing	
Food and drink		<ul style="list-style-type: none"> - Attendees to bring their own drinks and snacks, not to be shared. - Kitchen to be out of bounds - Refreshments including tuck shop will not be served 	Provide and pour cups of water in disposable cups	MK / EK	Ongoing	

SECTION 2 – MINIMIZING RISK OF INFECTION WITH COVID-19 DURING SPECIFIC ACTIVITIES

Activities and interaction	<p>All attendees</p> <p>Non-contact activities will be planned wherever possible</p> <p>Following the motto 'HANDS FACE SPACE' will decrease risk</p>	<p>Social distancing in place</p> <p>Rigorous hand hygiene – sanitizer available</p> <p>Cleanliness – all equipment to be disinfected before and if necessary during activities.</p>		MK / EK / Adult leaders	Ongoing	
<i>Specific activities:</i>	<i>Large Group Games – eg. Splat, Charades</i>	<p>All to maintain social distancing</p> <p>Supervision by adult at all times</p>		MK / EK / Adult leaders		
	<i>Game - Pictionary</i>	<p>YP to maintain social distancing.</p> <p>Pens to be wiped with disinfectant before and after use and pens allocated to YP.</p> <p>Clean page of paper per YP</p>		MK / EK / Adult leaders		
	<i>Art / Crafts</i>	<p>All to maintain social distancing</p> <p>All craft items to be left for 72 hours before and after use.</p> <p>Items to be in individual boxes one box per YP.</p> <p>Hand sanitizer available on tables and leaders to remind YP to use it</p>		MK / EK / Adult leaders		
	<i>Other games / activities</i>	<p>Any other activities will be carefully risk assessed and high standard of cleanliness, hand hygiene and social distancing taken into consideration</p>		MK / EK / Adult leaders		
Group Discussion time	All attendees	<p>YP and adults to maintain social distancing</p> <p>If sitting on beanbags one person per beanbag and to be left for 72 hours before and after use and sprayed with disinfectant.</p> <p>Bubbles may be divided into smaller groups</p> <p>Limit movement around the room eg. toilet trips</p>		MK / EK Adult leaders	Ongoing	
Worship, prayer and response times	<p>All attendees</p> <p>Close contact and singing increase risk</p>	<p>No singing permitted</p> <p>Attendees to spread out at social distance</p> <p>No physical touch eg laying hands</p> <p>Music will be played eg youtube for reflection and personal response time</p>	<p>Space to be made for private prayer or one-on-one support to be given to a YP within the public space and allowing social distance to be maintained while allowing privacy</p>	MK / EK Adult leaders	Ongoing	

SECTION 3 – MANAGING SPREAD IN CASE OF COVID-19 SYMPTOMS / DIAGNOSES

<p>In case of attendees displaying COVID-19 symptoms</p>	<p>All attendees Failing to isolate will increase risk of infection spreading</p>	<ul style="list-style-type: none"> - Parents must commit to not send YP who are displaying symptoms, or if anyone if their household is displaying symptoms, or if they have been told to self-isolate by T&T due to being exposed to COVID-19, or told by their schools to self-isolate - Ditto for adult leaders - Temperatures of all attendees will be taken on arrival - In case individual displays symptoms during the session, he/she will be taken into the Launchpad (fire exit end) and parent contacted to collect immediately from side door. Launchpad will then be sanitized. 	<p>Letter to parents/carers explaining procedures Agreement from adult leaders</p>	<p>MK / EK</p>	<p>Ongoing Letter- 25 Sept</p>	
<p>In case of attendees testing positive for COVID-19</p>	<p>All attendees Households of attendees. Self-isolation is required to minimize spread of infection</p>	<ul style="list-style-type: none"> - Parents must commit to notifying us immediately if their child needs a COVID-19 test and the result thereof - Parents must commit to notifying us immediately if a member of the YP/leader's household have tested positive or been told to self-isolate - Ditto for adult leaders - Contact details of attendees will be shared with Test and Trace when requested and PHE procedure followed - Attendees may have to self-isolate according to NHS/ T&T guidance 	<p>Letter to parents/carers explaining procedures Guidance and T&T procedures will be regularly checked</p>	<p>MK / EK</p>	<p>Ongoing Letter- 25 Sept</p>	

SECTION 4 – SAFEGUARDING

Safeguarding issues as per normal Youth risk assessments	<p>Young people at risk of abuse/neglect</p> <p>Leaders at risk of accusation</p> <p>Risk of inappropriate behaviour between YP / children and adults</p>	<p>As always, steps will continue to be taken to ensure safeguarding of children</p> <ul style="list-style-type: none"> - All adult leaders to be DBS checked and reminded of prudent behaviour and safeguarding reporting procedure - Children will not be left alone with an adult - Safeguarding concerns including concerns about children’s wellbeing to be reported according to theBarn safeguarding policy 	<p>Check DBS certificates are up to date</p> <p>Remind leaders of safeguarding reporting procedures (report concerns to Mary Keyte or Perce Pirson)</p>	MK / EK / Adult leaders	25 Sept	
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ADDITIONAL RELEVANT INFORMATION

First Aid Kit is located	Behind the welcome desk
First Aid Kit is checked and replenished by	Gill Speight
Accident Book is located	Behind the welcome desk
Fire & Evacuation details are written	By the front door
Mobile Phone Number of Team Leader	07405050210