

SOUTHWARK

◆ CATHEDRAL ◆

Risk Assessment for public use of Southwark Cathedral during the Coronavirus Pandemic

Job/activity or area	Re-opening Southwark Cathedral safety for visitors, staff and volunteers
Description of activity:	<p>Re-opening of Southwark Cathedral for public entry for private prayer and public worship</p> <p>NB This risk assessment is additional and complementary to pre-existing Cathedral risk assessments and policies (eg fire safety, evacuation. Safeguarding, lone worker, working at heights, manual handling).</p>
Significant Risks and Hazards:	
Transmission of the Covid-19 via contamination person to person, and via contaminated surfaces	
Persons at Risk:	
Staff, volunteers, visitors	
Consequences:	
Transmission of Covid-19 to others	
Control Measures:	
<ul style="list-style-type: none"> • Building thoroughly cleaned and aired before opening • Electricity, heating checked • Water flushed through • Staff and volunteers in place to manage public safety • On arrival staff and volunteers to wash their hands for a minimum of 20 seconds with soap and hot water, drying with a paper towel • Written briefing for staff and volunteers circulated before opening • No person with Covid symptoms is to enter the Cathedral • Anybody who has been in the Cathedral and later develops symptoms to let their Manager of Team Leader know as soon as possible • Anyone who develops symptoms on site to leave site immediately and contact their Manager/Team Leader/Verger • Volunteers that fall into the extremely vulnerable category not to return • Staff on site do not fall into the extremely vulnerable category • Enhanced cleaning provision in place throughout opening hours • Touch points sanitised hourly • Doors propped open to limit touch points and improve ventilation • Toilets deep cleaned every day • Toilets freely available for handwashing, topped up and sanitised hourly 	

- Additional waste collections arranged, Facilities Team responsible for removable of waste daily
- Hand sanitiser (compliant with BS EN 1500) and surface sanitiser wipes (compliant to BS EN 14476) are available throughout front of house and back of house areas and is to be used by persons during their visit and for surfaces that have been touched
- One way route through the Cathedral with designated entrance exit points
- Signage promoting updated procedures throughout site
- Social distancing to be observed at all times and reinforced by staff and volunteers
- Front of house and back of house areas capacity constrained
- Main cathedral capacity controlled by Welcome Desk and Stewards
- Staged opening of Cathedral space – Nave available only
- Staged reintroduction of Public Worship
- Visitors to queue in the Churchyard at a safe distance if Cathedral full
- Visitors to queue outside the toilets along the Link at a safe distance if full
- PPE available for staff and volunteers as needed
- PPE bin for safe disposal
- Sneeze screens installed on desks
- Limited candles available for lighting at one time, disposed and topped up by Vergers using gloves and handwashing
- Leaflets and objects that can be reused removed
- Font empty of water
- New radio system introduced to strengthen communication channels
- Staff to continue working from home where possible
- No shared equipment or furniture without a 72 hour gap between use
- Contractors to provide RA and work at a distance from public
- Cash via donation points only
- Cash collections by Vergers using gloves and hand washing
- Face coverings are mandatory for all persons in all public areas except those who are exempt:
 - People who cannot put on, wear or remove a face covering because of a physical or mental illness or impairment, or disability
 - An employee in any outdoor setting where appropriate when they are acting in the course of their employment
 - Where a mask causes the wearer severe distress
 - Someone speaking to or helping anyone who relies on lip reading, clear sound or facial expressions to communicate
- Mixed household groups must not gather during in the Cathedral (indoors)
- Groups of up to 6 from different households to be allowed to gather in outdoor spaces

Risk assessment completed by:	E.Allen M. Smith
Date completed:	June 2020
Review date:	29 November 2020

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Review Table

Date	Actions	By whom
26 August	Disposable face coverings purchased in circumstances where person(s) do not have one upon entry	Facilities team
October	Mixed household groups must not gather indoors. Rule of 6 for outdoor spaces.	Head of Commercial