



Risk Assessment – RY001

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Risk assessment for worship meetings at YMCA Glenrothes.

The purpose of this document is to ensure the possibility of any spread of Covid-19 infection is minimised and any unexpected occurrences are quickly and accurately tracked.

Entry to building – risk of transmission from contact with surfaces.

Use of sanitiser, face-coverings and additional PPE on entry to building

Key holder to enter via back door, follow sanitising procedure, unset the security alarm, proceed to foyer and log entry of group in register.

Musicians and equipment to enter via Fire Escape door, follow sanitising procedure and proceed to foyer.

One Fellowship member to be admitted by the front door and follow sanitising procedure and complete the KCF attendance log.

They will then open the door for other members and log their details on the KCF log.

Each member will take a seat from the stack and place it at a safe distance from the others.

Use of building – risk of transmission from contact with surfaces and airborne aerosol droplets.

Use of sanitiser/wipes, face-coverings and additional PPE during use of building.

Recommend each member to bring their own bottle of water.

Exit from building – risk of transmission from contact with surfaces.

Use of sanitiser/wipes, face-coverings and additional PPE on exit from building.

Each member to sanitise chair and return to the stack.

Nominated member to record the exit of the other members.

Key holder to check all items returned and sanitise all surfaces where contact has occurred.

Log out group, lock front door, set alarm and lock back door.