

Owls Club Covid-19 Risk Assessment

| Activity | Risk Rating | Control Measures | Extra Action |
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| Pre-Club check | Medium | Discuss with Barn Centre committee when Centre will be cleaned prior to visit. | Follow-up with Sue (email) |
| Set up of furniture | Medium Medium | Ali to sanitise hands before set-up Wipe down tables and chairs with anti-bac prior to set up Ali to adequately space tables so that only 4 children are sat around each table. Tables to be arranged in x2 groups to be supervised by x1 volunteer, who stays with that group. | Ali to get to Barn Centre at 8:15 to ensure there is adequate time to wipe surfaces and set-up, using Barn Centre anti-bac/disposable paper towel to clean. Bin to be placed downstairs for all tissues. Group size to be limited to x15 children. Numbers in excess of x15 will be directed to Church service. Families to be informed via email / WhatsApp of new regs before arrival. Rules to be displayed outside on clearly visible board. |
| Set up of equipment | Medium | Ali to set out a pack for each child at their seat. | Craft packs to be made up on Weds before Club and left upstairs in boxes for Sunday. |
| Arrival of volunteers | High | Volunteers to attend at 9:30 for briefing Volunteers to sanitise hands on entry Volunteers to wear face masks | Ali to ensure volunteers are adequately briefed before start-up of club. |
| Register of children | High | Parents/carers to queue at a social distance outside Barn Centre from 9:45am. All children to sanitise hands before entering the Barn Centre in patio area and children to be welcomed in and seated in family groups where possible by x1 other volunteer. No more than x15 children to be entered. Children to bring their own drink / snack. Ali to take a register at the start. | Ali to have a bottle of hand sanitiser set up at door on table. Consent forms with pen packs to be available – pens to be put in a pot marked 'used' and cleaned after Ali to be at door in mask Parents to ensure their children have thoroughly sanitised hands on entry and then leave (ensure all have filled in Consent form). Parents/carers are not permitted to stay with their children and can move to Church service. Any child not wanting to stay without parent will have to go into Church service. When the limit of x15 children has been reached parents/carers to be asked to join the Church service. |
| Starter activity | High | One sub group (7/8) to work on craft in Barn Centre / the other sub-group to go outside on patio or upstairs (if raining) to | All equipment to be cleaned before swap-over of groups. Same volunteer to remain with same group. |

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| | | <p>play a socially distanced game.</p> <p>Group to swap after 15 minutes (x30 minutes total)</p> | |
| Bible teaching | High | <p>Groups to meet in Barn Centre after craft/game at same seat in same sub-group with same leader.</p> <p>Ali to present Bible story to children in an assembly style, getting children to do actions, avoiding shouting out or singing</p> | Ali to tell story / discuss with children / pray from a distance, as though in an assembly |
| Departure | High | <p>Parents collect children from patio area, standing at a social distance. Children to sanitise hands on exit.</p> <p>Children from subgroups to be exited through different doors.</p> | Parents to collect and go |
| Clear up | Medium | <p>Ali to antibac tables /chairs and ensure all craft packs are left untouched for 3 days. Volunteers to assist with cleaning toilets / cleaning all handles.</p> | |