



Event: Pub Church Carols (20/12/20)
Event Leader: Chrissy Remsberg
Assessment by: Hannah Harris (18/12/20)
Reviewed by: Chrissy Remsberg (18/12/20)

This risk assessment is for an outdoor Christmas Carol singing event outside the Oxleather’s Pub, Stafford

***This Risk Assessment should be used in conjunction with the Beacon Church Policy for Health & Safety*

*** This Risk Assessment should be used in conjunction with the Beacon Church ‘Covid secure building and usage for church use risk assessment’ the latest version of which can be found at <http://www.thebeaconchurch.com/riskassessment/>*

Hazard / Risk	Who is at Risk?	How can the hazards cause harm?	Normal Control Measures	Risk Rating VH/H/M/L	Additional Control Measures Required Y/N
Minimisation of legal and liability issues	Trustees	* Non compliance with legal and liability issues could lead to legal action	<ul style="list-style-type: none"> Trustees notified of this risk assessment Employee and public liability checked and confirmed as in date The risk assessment will be made available on the website under the policy section This event will be taking place with the full, knowledge support and permission of the Oxleather’s Pub landlady 	L	N
Reducing risk of Covid infection: General rules regarding Covid safety	Event attendees and subsequently those they	Covid-19 is an infectious disease that can cause illness and for some result in death	<ul style="list-style-type: none"> Social distancing will be enabled by encouraging people to spread across the pub car park, surrounding bank, pavements and green space across the road 		

	come into contact with		<ul style="list-style-type: none"> • The crowd will be socially distant (2m) and only socially interact within households or bubbles, this will be enforced by stewards who will be wearing fluorescent tabards and asking people to move apart if required • Social distancing will be further enforced by regular announcements from the PA system • In the very unlikely event that a crowd should gather that meant that social distancing was no longer possible, the event leader would take the decision to stop the event and encourage the crowd to disperse • Carols will be sung in line with Government guidance for congregational singing outside. Attendees will be required to wear a mask to sing. This will be highlighted in PA announcements, has been stated in all advertising and stewards will also ask those attending to wear masks to sing • Additional disposable masks will be available for those who don't bring their own • Staff and volunteers will sanitise their hands at the start and end of the event • As attendees will not be entering a building or engaging with others attendance will not be taken, except of the staff and volunteers involved • If the same microphone needs to be used by more than one person it will be sprayed or wiped with antibacterial spray or wipes before passed to the next user 	M	N
Use of a fire pit	Event attendees and subsequently	Covid-19 is an infectious disease that can cause illness and for some result in death	<ul style="list-style-type: none"> • The fire pit will be permanently manned by a steward to ensure that no one gets too close or behaves in an inappropriate manner near the fire 	M	N

	those they come into contact with	Burns could cause serious bodily harm	<ul style="list-style-type: none"> • The steward will also ensure that social distancing is maintained around the fire • The event leader will ensure that a First Aid kit including a burns kit and ice packs are located near the fire pits 		
Serving of hot refreshments	Event attendees and subsequently those they come into contact with	<p>Covid-19 is an infectious disease that can cause illness and for some result in death</p> <p>Burns could cause serious bodily harm</p>	<ul style="list-style-type: none"> • Refreshments of hot chocolate will be served in lidded cups • Refreshments will be served and taken to people on trays by stewards so that social distancing is maintained. Trays will be cleaned between distributions of hot chocolate • Those serving refreshments will wear face masks and sanitise hands regularly • A First Aid kit including burns kit and ice packs will be available for use 	M	N

Additional Control Measures <i>(to take account of local/individual circumstances including changes such as working practices, equipment, staffing levels).</i>	Action by Whom <i>(list the name of the person/people who have been designated to conduct actions)</i>	Action by When <i>(set timescales for the completion of the actions – remember to prioritise them)</i>	Action Completed <i>(record the actual date of completion for each action listed)</i>	Residual Risk Rating
DATE OF REVIEW: <i>Record actual date of review</i>	COMMENTS: <i>Record any comments reviewer wishes to make. Including recommendations for future reviews.</i>			
DATE OF REVIEW:	COMMENTS:			
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RESIDUAL RISK RATING	ACTION REQUIRED
VERY HIGH (VH) Strong likelihood of fatality / serious injury occurring	The activity must not take place at all. You must identify further controls to reduce the risk rating.
HIGH (H) Possibility of fatality/serious injury occurring	You must identify further controls to reduce the risk rating. Seek further advice, e.g. from your H&S Team
MEDIUM (M) Possibility of significant injury or over 3 day absence occurring	If it is not possible to lower risk further, you will need to consider the risk against the benefit. Monitor risk assessments at this rating more regularly and closely.
LOW (L) Possibility of minor injury only	No further action required.