**Parish of St Paul’s Wilford Hill West Bridgford**

**Risk Assessment**

**Activity: COVID risk assessment for Pastoral Visiting. Date of risk assessment: 15th February 2021**

**Location: Various**

**Name of person with Responsibility: Tim Fox (Vicar) Date to be reviewed: TBA**

**This Risk Assessment assesses the risks arising from Pastoral Visits in private residences. This document recognises the natural wish to offer support and comfort to those in need but stresses the importance of limiting personal contact between the minister offering pastoral support and the individual being visited.**

**Planning for the Visit:**

1. **Communion Set is to be prepared, with sufficient wafer breads in pyx, but no extra. No wine is needed as per Church of England Guidance to only offer communion in one kind.**
2. **Individual requesting visit (for themselves or on behalf of someone else) to be informed of contents of this Risk Assessment, and particularly of measures needed to mitigate risk. The visit is not to be carried out if the individual requesting the visit does not agree to cooperate with mitigations.**

**This Risk Assessment is made with reference to the following Government and Church Guidance:**

**Government Guidance:** [**https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/homes**](https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/homes)

**Church of England Guidance** [**https://www.churchofengland.org/sites/default/files/2021-01/Advice%20on%20pastoral%20support%20in%20the%20community%20including%20care%20homes%20v2.1.pdf**](https://www.churchofengland.org/sites/default/files/2021-01/Advice%20on%20pastoral%20support%20in%20the%20community%20including%20care%20homes%20v2.1.pdf)

| **What are the hazards?** | **Who might be harmed and how?** | **Controls required** | **Do you need to do anything else to manage this risk?** | **Action by whom?** | **Action by when?** | **Done** |
| --- | --- | --- | --- | --- | --- | --- |
| Spread of COVID 19 | All present in house during Pastoral Visit, and Minister. Those whom they subsequently contact. | **Numbers attending**  Whilst it is recognised that for safeguarding reasons, the minimum number of people present during the visit will ideally be 3, further people present in the residence will be asked to remain in a different room (if possible) during the visit. | The Cooperation of the individual requesting the visit should be sought before the visit takes place. They should be reminded of this control at the start of the visit. | Minister | Before Visit | N/A |
| As above | As above | **Social Distancing**  All present will always be asked to maintain a safe distance of at least 2 metres between household groups. | The Cooperation of the individual requesting the visit should be sought before the visit takes place. They should be reminded of this control at the start of the visit. | Minister | Before Visit |  |
| As above | As above | **Hand sanitation**  The Minister’s hands should be sanitised on entry and exit. Hand Sanitiser should be brought by the Minister to the residence being visited. | No | Minister | During Visit. |  |
| As above | As above | **Ventilation**  Good ventilation is a key mitigation. If at all possible, windows shall be opened in the room where visit takes place. | The Cooperation of the individual requesting the visit should be sought before the visit takes place. They should be reminded of this control at the start of the visit. | Minister | Before Visit. |  |
| As above | As above | **Face coverings**  It is mandatory to wear face coverings subject to medical exemptions. | The Cooperation of the individual requesting the visit should be sought before the visit takes place. They should be reminded of this control at the start of the visit. | Minister | Before Visit. |  |
| As above | As above | **Worship material**  The use of bibles should be avoided.  Single use Service sheets to be used. | Electronic copies of single use service sheets available from Vicar. | Minister / Vicar | At service. |  |
| As above | As above | **Toileting**  Toilet in private residence not to be used if at all possible. | No. | Minister | During Visit. |  |
| As above | As above | **Holy Communion**  The correct number of breads to be placed (with sanitised hands) in a pyx before visit.  Communion to be offered in one kind only (Bread).  Communion set with patten to be used.  Patten and pyx to be washed thoroughly after use.  Home Communion Carrying Case to be sanitised after use. | No. | Minister | Before, during, and after visit. |  |