

COVID-19 EASTER FUN DAY FOR EMMANUEL BAPTIST YOUTH GROUP (KS1-2)										
Date:	19/03/2021									
Risk Assessment of:	use of Hall Park on Saturday 10th April for Easter Fun Day									
Undertaken by:	Aneta Vitkute									
References:	https://nva.org.uk/wp-content/uploads/2021/03/1020-NYA-COVID19-V5-final.pdf									
Approved by:	M Trudgill - Operations Manager									
Assumption:	The youth group meeting is in a socially distanced bubble of 15 and is outdoors only following NYA guidance. Time limited to 90 minutes or less to avoid prolonged exposure to others.									
Activity	Hazard	Risk	Persons at Risk Staff? Visitors? Users? Contractors? Community?	Risk Rating High	Acceptable Risk?	Control Measures	Action to be taken	Date Actions Completed		
Easter themed races and games	trips, falls, minor cuts	minor grazes, bruises	participants and leaders	low	yes	At least two First-Aiders present at all times	Two first aiders to be present at all times with an in-date and stocked first aid kit. At least 6 adult supervisors present during the event. Health and safety clearly explained before each activity to participants.			
	children with COVID-19 symptoms attending	passing on COVID-19 to others	all	low	yes	Clear communication before the event date that children should not attend if they are presenting with any of the common COVID-19 symptoms and given advice to self-isolate and seek a test.	Written email communication to parents/carers before the event explicitly stating that any child presenting symptoms of COVID-19 should NOT attend the event. Any child coming from a household of anyone presenting symptoms should NOT attend the event. Advice given that those with symptoms should self-isolate and seek a test as soon as possible.			
	children developing COVID-19 symptoms whilst in attendance	passing on COVID-19 to others	participants and leaders	low	yes	Ask the child to sit in a safe area where they can be seen by adult supervisors but are 2m away from others. Parents/guardians called for immediate collection.	Provide a safe place where the child can be safely supervised from a distance of 2m or more by an adult leader. Parents/carers contact details readily available to be contacted for immediate collection.			
	registration and de-registration	coming into contact with other households	participants and leaders	medium	yes	Staggered registration and de-registration times given before the youth group meeting. Anti-viral hand gel to be provided and used by each participant upon registration and de-registration.	Provide anti-viral hand gel. Communicate staggered registration and de-registration times for children with parents/carers in advance.			
	equipment sharing	COVID-19 exposure through equipment sharing	participants and leaders	low	yes	Equipment to be wiped down with anti-viral spray or wipes before and after use. Participants asked to use antiviral hand gel before using equipment.	Antiviral spray and wipes to be available. Antiviral hand gel to be available.			

	coming into contact with other participants	COVID-19 exposure through being in contact with others	participants and leaders	medium	yes	Promote social distancing. Everyone to use antiviral hand gel on arrival and departure.	Limit numbers to 15 participants or less per bubble. Leaders to promote social distancing. Cones used to aid social distancing.	
	coming into contact with members of the general public	COVID-19 exposure through being in contact with others	community	low	yes	Clearly mark out an area of the park that is being used by the youth group to avoid general public coming into contact with youth group	Clearly mark out an area of the park using bright coloured rope or tape to indicate the youth group's usage. A leader to be available to direct members of the general public if they wonder in accidentally into the area used by group. The area is not to be changed during the event.	
	leaving the group	being lost within the area	participants	low	yes	At least six adults to be supervising children, each leader allocated a small number of children to supervise. All children to wear a wristband with parent/carer phone number.	All children given a wristband on arrival and registration to have their parent/carer phone number on. All children to be sufficiently supervised by the leaders.	
Registraion and de-registration	coming into contact with other participants	COVID-10 exposure through being in contact with others	participants and leaders	low	yes	Straggered arrival and leaving times	All participants to pre-register and to be given a staggered arrival and departure time. Details to be kept on file as per government guidance for Track and Trace purposes.	
Story and quiz event	coming into contact with other participants	COVID-10 exposure through being in contact with others	participants	medium	yes	Groups to be in bubbles of 15 or less and social distancing promoted	Leaders to promote social distancing and ensure participants are within their bubble of 15 or less participants.	

Snacks/food	sharing of snacks/drinks	COVID-19 exposure through sharing food/drinks	participants	low	yes	A bottle of water to be brought from home clearly labelled with the child's name. No other food or drinks to be consumed.	Clear communication with parents/carers before the event that a child must bring their own bottle of water from home with a clear label of their name. There should be a safe space where the children can leave the bottles during the activities. Bottles should not be stored in a way where they are touching each other but distanced apart. No other food or drink to be consumed during the event. Absolutely no sharing of water bottles to be allowed and explained to the participants.	
Adverse weather conditions	heavy rain/strong winds	exposure to the elements, danger of branches falling	participants and leaders	low	yes	Should the weather be extreme or adverse the youth group event is to be postponed and clearly communicated to the registered participants.	Clearly communicate before the event that should the weather be adverse (heavy rain/strong winds) then the event will be postponed. Should the weather be sunny, clear communication to parents/carers about the need for use of sun screen and hats.	
Using facilities at Emmanuel Baptist Church (emergency use only)	crossing the road	danger on the road	participants	low	yes	Participants to be supervised across the road by two leaders	Participants to not cross the road on their own but be safely supervised by adult volunteers.	
	touching surfaces in the facilities area	COVID-19 exposure through surfaces	participants	low	yes	Facilities to be cleaned before and after the event. Hand washing to be promoted and antibacterial hand gel available. Commonly used surfaces to be wiped down regularly.	Ensure the toilet facilities are cleaned before and after the event. Hand washing soap available and anti-viral hand gel available. Surfaces regularly wiped down with antiviral wipes or spray. One household at a time policy whilst using the facilities to be enforced to allow for social distancing.	