**Children’s Meeting for Worship (CMfW) COVID-19 Model Risk Assessment**

**Date dd/mm/yyyy**

This is a model risk assessment that included risks and actions that xxxxx Local Meeting and their Children’s and Young People’s Committee (CYPC) would need to address if they were to make plans to re-start children’s activities in the meeting place.

This is an addendum for the Risk assessment for the reopening of the Meeting House/ Meeting for Worship.

**This model is to get you started, careful consideration needs to be taken in your own particular circumstance.**

For the purposes of this risk assessment relevant Government guidance has been used , as detailed in the BYM Guidance for Physical Children’s Meetings.

| **No.** | **What is the risk?** | **What can go wrong, how, who might be affected?** | **What are you already doing?** | **What further action is necessary?** | **Action by whom?** | **Action by when?** | **Date done** |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | Levels of accountability and responsibility are not clear for adults volunteering at Children’s Meeting for Worship (CMfW), parents of children attending CMfW and children attending CMfW | Adult volunteers, parents and children do not follow the guidance to maintain a COVID19 Secure CMfW | * The ‘lead’ adult volunteer will always be a member of the CYPC and so fully aware of the risks and what has been agreed to mitigate them * The convenor has identified the latest COVID19 Secure guidance in relation to running CMfW and will continue to update the Committee and any other relevant people as necessary in advance of each fortnightly CMfW | The Committee will write clear guidelines for families which will be distributed in advance of the first ‘physical’ CMfW and displayed on the door of Room x where CMfW will take place indoors.  Children will be reminded of the guidance and related actions at the start of each CMfW |  |  |  |
|  | The maximum number of families attending MfW/CMfW is not regulated/clear | Too many children in Room x leading to increased risk of transmission  Families turned away from CMfW  Not enough ‘bubble’ seating in the Meeting Room | * Agreed maximum number of households in Room x ( ) * Agreed maximum number of children in Room x ( ) * Agreed maximum number of adult volunteers in Room x ( ) | Confirm max number of households (including children) able to book for MfW/CMfW and confirm deadline for booking and communicate to families (1st come/1st served) ?  As above – communicate guidelines to parents and children - complete |  |  |  |
|  | Children, adult volunteers, parents and other adults are unclear about guidelines for before during and after CMfW (Room x) | The children may get too close to each other, the adult volunteers, parents not in their household or other adults attending MfW and risk transmitting the virus | * Children will arrive and stay with the adult who has brought them and follow the processes put in place on arrival at the Meeting House and for entering the meeting room for ‘main’ meeting * After 10/15 minutes the children (in their households) will be move from the Meeting Room to Room x keeping 2m socially distant as far as is possible from other worshippers and the adult volunteers * Face coverings will be worn in all parts of the Meeting House apart from in Room x (unless they are exempt) * There will be a bin bag for disposable face coverings, tissues etc. by the sink in Room x * Parents will provide children who wear a reusable face covering to bring a plastic bag in which to put it during CMfW * Hand sanitiser and antibacterial wipes will be available before, during and at the end CMfW * Children and adult volunteers will wash their hands for the recommended 20 seconds at the beginning and end of CMfW * Parents will be asked to queue in line with social distancing guidelines to collect their children from the door of Room x and will leave the Meeting House and grounds promptly via the xx exit * All resources will be provided in individual pots/bags to be used by children from one household only. * These resources will be the responsibility of each individual household and will be stored by each household in between CMfW sessions * Any resources brought from home by adult volunteers must be have been cleaned or quarantined in line with COVID Secure guidelines and leftover resources specific to a session must be removed by the adult volunteers * Adult volunteers will limit close contact and follow the social distancing guidelines as far as is possible and practicable during CMfW * Windows will be open where possible * All toys, cushions, soft furnishings have been removed from Room x * Low tables (will be cleaned/quarantined and laid out to minimise risk * Children will bring their own drinks * Children will be asked to go to the toilet before leaving home. If they need to visit the toilet during CMfW they will follow the guidance set out in the MH Risk Assessment | Do children above 11 need to wear face coverings during ‘main’ MfW – yes unless exceptions    Can adult volunteers who are part of the Clerking Team/Elders return to the Meeting Room to deliver notices/ attend afterword/ - yes provided there is still the correct ratio of adults to children in the children’s room |  |  |  |
|  | Use of the garden for CMfW encouraging members of the public to assume the Meeting House is open | Members of the public may try to access the Meeting House | * CMfW will take place in an area of the garden out of sight of the road |  |  |  |  |
|  | Children, adult volunteers, parents and other adults guidelines for before during and after CMfW in the garden | The children may get too close to each other, the adult volunteers, parents not in their household and risk transmitting the virus | * As point 3 above plus * Adult volunteers will ensure that the group are back in Room x, having washed their hands, to be ready to be collected by their adult by xxx Outdoor activities are well ventilated and so decrease the likelihood of transmission in comparison to indoor activities * Adult volunteers will plan activities which minimise opportunities for contact between households | Agreement that CMfW can use the garden - complete |  |  |  |
|  | Other |  |  |  |  |  |  |
|  | Other |  |  |  |  |  |  |