



Chelveston-cum-Caldecott Parish Council

Northamptonshire

Risk Assessment: Covid Secure meetings in the Village Hall

Ver: 3.0 (30th April 2022)

1. Activity being undertaken

Councillors, staff, volunteers, guests and members of the public meeting in the Chelveston Village Hall, in accordance with the *Guidance for living safely with respiratory infections, including coronavirus (COVID-19)*. See <https://www.gov.uk/guidance/living-safely-with-respiratory-infections-including-covid-19>.

2. Assessor

Mark Hunter, Clerk to the Parish Council.

3. Notes to participants

The Parish Council has conducted the Risk Assessment (below) and introduced control measures to mitigate the identified risks. However, no activity is completely without risk and all participants are reminded they have a responsibility for their own wellbeing and not to place themselves, or others, in harm's way by taking unnecessary risks.

4. Severity and Probability ratings and Risk Matrix

Rating	Severity	Probability
Low	Injury to person(s) which requires First Aid	Unlikely, but possible
Medium	Injury to person(s) which requires medical assistance (greater than First Aid).	May occur
High	Death or serious injury to person(s)	Highly likely to occur

Risk Matrix	Low	Medium	High
Low	Low	Low	Medium
Medium	Low	Medium	High
High	Medium	High	High

Activities assessed by the matrix as **High** risk must not take place until further mitigations or control measures have been put in place to reduce the risk.

Activities assessed as **Medium** should be undertaken with care.

Remember that just because an activity is assessed as **Low** does not mean that it is risk-free!

5. Assessment

Hazard	Mitigations	Severity	Probability	Risk
1. Infection with the Covid-19 virus via transmission from infected persons or infected surfaces.	<p>The main protections outlined in the above guidance for meeting indoors are vaccination, fresh air ventilation and good hygiene.</p> <p>The success of the vaccination programme has reduced the severity of Covid -19 infection to the general population, but it may still be fatal to the unvaccinated or to those with certain medical conditions.</p> <p>The remaining mitigations will reduce the probability of infection.</p>	High	Low	Medium



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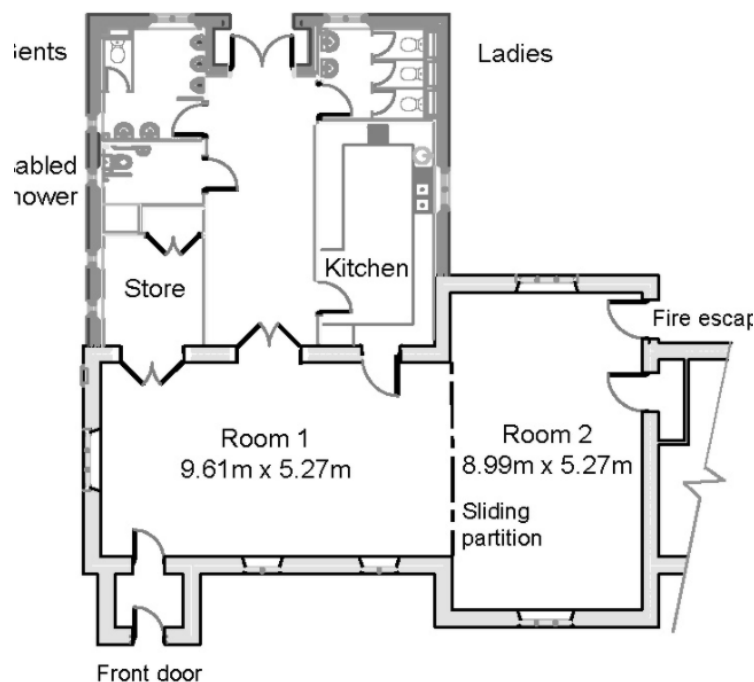
	<p>a. The Village Hall benefits from an enhanced cleaning regime.</p> <p>b. Hand sanitiser dispensers are provided at both front and rear doors.</p> <p>c. There are two air medical grade scrubbers, one in each in room 1 & 2, which will be in operation before and during the meeting.</p> <p>d. The front door in room 1 and the fire exit door in room 2 will be open to allow a fresh air flow.</p> <p>e. There is a CO₂ monitor in room 1 which will alarm if the CO₂ levels in the hall rise above a threshold (indicator of insufficient ventilation).</p> <p>f. The public and guests will be recommended to sit in family groups in room 2.</p> <p>g. The Council will sit in room 1 in a U table configuration, with a minimum of 2m face to face separation.</p>			
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Signed (Clerk) 30th April 2022.

Ver 1.0 original adopted 12th May 2021.

Ver 2.0 updated and adopted 14th February 2022.

Ver 3.0 updated and adopted xxxxx 2022.





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