

CAPEL-LE-FERNE PARISH COUNCIL

Parish Council Remembrance Day COVID-19 Risk Assessment

What are the hazards?	Who might be harmed	Controls Required	Additional Controls	Action by who?	Action by when?	Done
Spread of Covid-19 Coronavirus	<ul style="list-style-type: none"> • Chairman of Capel Parish Council • Vicar • Persons invited to lay wreaths • Clerk for the Council • Councillors and Members of the Public 	<p><u>Preparation for the Service</u> Clerk for the Council to sanitise wreaths before distributing to wreath layers Contact detail taken from invited guests and members of the public attending the service for track and trace purposes. There should be no social gathering before the service</p> <p><u>At the Service</u> Those attending the service are encouraged to wear face coverings, but they are not mandatory. Social distancing and Rule of 6 must always be maintained during the service.</p> <p><u>Hand Washing</u></p> <ul style="list-style-type: none"> • Use gel sanitiser advised before and after service <p><u>Social Distancing and Rule of 6</u> Members of the public choosing to attend must comply with the Rule of 6 and social distancing</p>	<p>Use of sanitiser, anti-septic wipes where necessary.</p> <p>Clerk to take contact details for track and trace purposes</p> <p>Only one person at a time to lay a wreath, ensuring 2m social distance and Rule of 6 is always maintained</p> <p>Chairs may be used to indicate 2m spacing for those laying wreaths</p> <p>Attendees should provide their own sanitiser.</p> <p>Members of the public are encouraged to watch a virtual version of the service but if attending should comply with Government rule with no socialising at any point before, during or after the service</p>	<p>Clerk</p> <p>Clerk</p> <p>All attendees</p> <p>All attendees</p> <p>Public attending</p>	<p>Prior to service</p> <p>At service</p> <p>At service</p>	

CAPEL-LE-FERNE PARISH COUNCIL

Parish Council Remembrance Day COVID-19 Risk Assessment

		<p><u>After the service</u> There should be no social gathering after the service</p> <p><u>Symptoms of Covid-19</u> If anyone becomes unwell with a new continuous cough or a high temperature, they will be sent home and advised to follow the stay at home guidance.</p> <p>If advised that a member of the Council or Public has developed Covid-19 following event, contact will be made to the Public Health Authority and to discuss the case, identify people who have been in contact with them and will take advice on any actions or precautions that should be taken.</p> <p>.</p>	<p>Clerk to notify Public Health Authority</p> <p>Dated copy of executed Risk Assessment kept on file</p>	<p>Clerk</p> <p>Clerk</p>	<p>After Service</p>	
--	--	---	---	---------------------------	----------------------	--