

Coronavirus (COVID-19)

Generic risk assessment (ongoing)

Advise and Support information (Can be tailored for your own mosque requirements,
all printed materials are uncontrolled)

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For Further Advice and support, contact Faith Associates
www.faithassociates.co.cuk

Risk assessment – Safe Mosque, Safe Worshippers, Safe information

Part 1: MOSQUE RISK ASSESSMENT FOR CORONAVIRUS (COVID-19)

Risk assess each hazard and implement the necessary controls as appropriate. Provide awareness briefings to all affected, leaders, workers (Imams & Madrassah teachers) worshippers and visitors, use the briefing record to capture their names. **Note:** *The assessment has been started – add to the assessment as appropriate.*

Description							
Prepared by (<i>print</i>)		Prepared by (<i>sign</i>)		Position		Date	
Authorised by (<i>print</i>)		Authorised by (<i>sign</i>)		Position		Date	

Risk No.	Hazard	Who might be affected and how?	Enter either, or/and 1 - Details of recommended NHS / UK Government / FCO / WHO / etc. / General health and safety risk management controls (zoonosis) 2 - What we are currently doing	Evaluate current control measures. Do we need to implement additional controls?			Enter either, or/and 1 - New control measures recommended 2 - Why the recommended control measures are not implemented 3 - General comments	By who	By when
				YES	NO	N/A			

1 - SAFE MOSQUE

R1	Coronavirus (COVID-19) (CV19)	Leadership (Trustees/Directors), Employees (Imams & Madrassah teachers) & Worshippers	1 - An information poster/email is sent to regular visitors which highlights the risks of CV19 and states that symptomatic individuals will not be allowed entry or will be requested to leave. 2 - An information poster highlighting the symptoms of CV19 is placed on the entry/sign in point. The poster will state that symptomatic individuals will not be allowed entry. 3 - Hygiene requirements (handwashing etc.) and symptoms of CV19 will be included within Induction.						
	Someone entering the Mosque with CV19 symptoms	A visitor enters the Mosque with CV19 and passes the virus on to Leadership (Trustees/Directors), Employees (Imams & Madrassah teachers) & Worshippers or other visitors.							

			4 - CV19 Information posters are placed in designated locations within the Mosque (toilets, WUDU area, notice boards etc). 5 - This information has been passed onto Leadership (Trustees/Directors), Employees (Imams & Madrassah teachers) & Worshippers & leadership team.						
R2	Coronavirus (COVID-19) (CV19) <i>Someone becomes ill or showing signs of COVID -19 related symptoms who is worshipper in the Mosque</i>	Leadership (Trustees/Directors), Employees (Imams & Madrassah teachers) & Worshippers, visitors Contracted CV19 by any means.	1 - Person will be directed to a designated area which is at least 2 metres away from other people. 2 - We have identified a designated room or area where they can be isolated behind a closed door, such as a staff office. If it is possible to open a window, we will do so for ventilation. 3 - The individual will be sent home and advised to follow NHS guidance online. If the person is a visitor, their organisation will also be contacted. 4 - The incident will be decontaminated following Governmental guidance: https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings 5 - This information has been passed onto Leadership (Trustees/Directors), Employees (Imams & Madrassah teachers) & Worshippers.						

R3	Coronavirus (COVID-19) (CV19) Contaminated are of the Mosque	Leadership (Trustees/Directors), Employees (Imams & Madrassah teachers) & Worshippers, visitors A person catches CV19 due to contaminated surfaces.	1. An increased formal cleaning (Deep Cleaning) regime is underway. Leadership (Trustees/Directors), Employees (Imams & Madrassah teachers) are cleaning equipment and contact areas in the Mosque more often (Mussalah, Wudu area, reception, etc.). 2 - Hand sanitisers have been placed in the Mosque. 3 - Extra hygiene requirements (handwashing etc.) are enforced. 4 - Multi-use handtowels are not used to dry hands. 5 - This information has been passed onto Leadership (Trustees/Directors), Employees (Imams & Madrassah teachers) & Worshippers.						
R4	Coronavirus (COVID-19) (CV19) Proximity, Mosque gatherings	Leadership (Trustees/Directors), Employees (Imams & Madrassah teachers) & Worshippers A person catches CV19 due to working closely with an infected person.	1 - A <i>Social Distancing</i> policy has been implemented. All Mosque areas and activities have been evaluated against the possibility to implement social distancing (no handshaking, suspending large meetings etc.) https://www.health.gov.au/resources/publications/coronavirus-covid-19-information-on-social-distancing 2 - This information has been passed onto Leadership (Trustees/Directors), Employees (Imams & Madrassah teachers) & Worshippers.						
R5									

R6									
Risk No.	Hazard	Who might be affected and how?	Enter either, or/and 1 – Details of recommended NHS / UK Government / FCO / WHO / etc. / General health and safety risk management controls (zoonosis) 2 – What we are currently doing	Evaluate current control measures. Do we need to implement additional controls?			Enter either, or/and 1 – New control measures recommended 2 – Why the recommended control measures are not implemented 3 – General comments	By who	By when
				YES	NO	N/A			
2 – SAFE WORSHIPPER									
R5	Coronavirus (COVID-19) (CV19) General	Leadership (Trustees/Directors), Employees (Imams & Madrassah teachers) & Worshippers (including those considered at increased risk) Leadership (Trustees/Directors), Employees (Imams & Madrassah teachers) & Worshippers are not aware of the risks from CV19 and become infected due to lack of awareness of control measures.	1 – NHS provides advice on what CV19 is, what the risks are, the symptoms, how CV19 is spread, and how to avoid catching or spreading germs (simple Do's and Don'ts): https://www.nhs.uk/conditions/coronavirus-covid-19/ 2 – The WHO (World Health Organisation) provides information and a free 5-minute video on which has been provided to our Leadership (Trustees/Directors), Employees & Worshippers CV19: https://openwho.org/courses/introduction-to-ncov						

			3 – Government guidance on hand washing is provided in line with the 20 second rule: https://www.nhs.uk/video/pages/how-to-wash-hands.aspx 4 – Additional consideration will be given to those Leadership (Trustees/Directors), Employees (Imams & Madrassah teachers) & Worshippers who may be deemed to be at increased risk. 5 – Advice on risks, symptoms and control measures has been passed onto Leadership (Trustees/Directors), Employees (Imams & Madrassah teachers) & Worshippers. A formal training program has been implemented which considers Safe Mosque, Safe Person, Sound Information.						
R6	Coronavirus (COVID-19) (CV19) Self-isolation	Leadership (Trustees/Directors), Employees (Imams & Madrassah teachers) & Worshippers Leadership (Trustees/Directors), Employees (Imams & Madrassah teachers) & Worshippers are not aware of the need to self-isolate or how to self-isolate.	1 – NHS 111 online provides advice on when to self-isolate and access to an online interactive and personal checklist: https://www.nhs.uk/conditions/coronavirus-covid-19/self-isolation-advice/ 2 – Advice on how to self-isolate has been passed onto Leadership (Trustees/Directors), Employees (Imams & Madrassah teachers) & Worshippers.						
R7	Coronavirus (COVID-19) (CV19) Travel (Travelling abroad)	Leadership (Trustees/Directors), Employees (Imams & Madrassah teachers) & Worshippers	1 – FCO provides advice for travellers: https://www.gov.uk/foreign-travel-advice (FCO) 2 – UK Government advises against all non-essential travel.						

		Travelling abroad for work to an area with a higher risk of CV19.	3 – Practical alternatives to travel including postponing trips and holding meetings via video conferencing are implemented. 4 – Advice and guidance on travelling has been passed onto Leadership (Trustees/Directors), Employees & Worshippers.						
R8	Coronavirus (COVID-19) (CV19) Travel (Returning from travelling abroad)	Leadership (Trustees/Directors), Employees & Worshippers Returning to the UK after travelling abroad for work (or otherwise) to an area with a higher risk of CV19.	1 – CIPD provides advice for travellers returning to work from affected areas: https://www.hr-inform.co.uk/news-article/advice-on-managing-the-coronavirus-outbreak (CIPD) 2 – We will not insist Leadership (Trustees/Directors), Employees & Worshippers travel to an area with a higher risk of CV19. 3 – This advice or how to access it is passed onto Leadership (Trustees/Directors), Employees & Worshippers.						
R9	Coronavirus (COVID-19) (CV19) Booked annual leave	Leadership (Trustees/Directors), Employees & Worshippers Employee(s) may become affected due to travelling to an affected area as part of booked annual leave.	1 – Employee(s) are granted permission to cancel at short notice any pre-booked annual leave to an affected area. <i>(a failure to allow short notice cancellation could pressure Leadership (Trustees/Directors), Employees & Worshippers to travel to affected destinations).</i>						
R10	Coronavirus (COVID-19) (CV19) Symptomatic or exposed employee(s)	Leadership (Trustees/Directors), Employees & Worshippers, general public, family members	1 – Employee(s) is/are advised to follow NHS online guidance: https://www.nhs.uk/conditions/coronavirus-covid-19/ 2 – If NHS 111 or a GP determines the employee is symptomatic and certifies them						

	Presenteeism	Employee(s) is/are symptomatic of CV19 or has been in close contact with someone with CV19. A person catches CV19 due to another employee continuing to work despite being unwell.	unfit for work, they will be treated as off sick as per normal policy. 3 – Symptomatic Leadership (Trustees/Directors), Employees & Worshippers will be sent home. 4 – Colleagues who have had contact with a symptomatic employee will be made aware of the symptoms and advised to contact NHS online for guidance. 5 – Working from home will be considered. 6 – As a last resort, if we decide to suspend an employee as a precaution this will be on pay scheme agreed in contract unless the Leadership (Trustees/Directors), specific contract provides us a right to suspend without full pay for this reason. Such a suspension will not be considered a 'medical suspension'. 7 – This advice or how to access it is passed onto Leadership (Trustees/Directors), Employees						
R11	Coronavirus (COVID-19) (CV19) Employee(s) who have contracted CV19	Leadership (Trustees/Directors), Employees & Worshippers, general public, family members Contracted CV19 by any means.	1 – If NHS 111/online or a GP determines an employee has contracted CV19 they will be treated as off sick as per normal policy. 2 – Colleagues who have had contact with a symptomatic employee will be made aware of the symptoms and advised to follow NHS online guidance. 3 – The Mosque will be decontaminated following Governmental guidance:						

			https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings 4 – Personal Protective Equipment (PPE) has been provided relative to activities. 5 – This information has been passed onto Leadership (Trustees/Directors), Employees & Worshippers.						
R13	Coronavirus (COVID-19) (CV19) First Aid Training / CPR Manikin	Leadership (Trustees/Directors), Employees & Worshippers Leadership (Trustees/Directors), Employees & Worshippers are exposed to risks from CV19 due to providing First Aid in the Mosque, or, from the use of CPR Training on Manikins.	1 – Advice on CPR and resuscitation in the Mosque is taken from UK Gov & the Resuscitation Council: https://www.resus.org.uk/media/statements/resuscitation-council-uk-statements-on-covid-19-coronavirus-cpr-and-resuscitation/covid-community/ https://www.gov.uk/government/publications/novel-coronavirus-2019-ncov-interim-guidance-for-first-responders/interim-guidance-for-first-responders-and-others-in-close-contact-with-symptomatic-people-with-potential-2019-ncov 2 – Advice on Manikin Hygiene is sought from reputable providers. https://www.qualsafe.com/PDFs/QA%20COVID-19%20Info.pdf						
Risk No.	Hazard	Who might be affected and how?	Enter either, or/and 1 - Details of recommended NHS / UK Government / FCO / WHO / etc. / General health and	Evaluate current control measures. Do we need to implement additional controls?	Enter either, or/and 1 - New control measures recommended	By who	By when		

			safety risk management controls (zoonosis) 2 - What we are currently doing	YES	NO	N/A	2 - Why the recommended control measures are not implemented 3 - General comments		
3 - SOUND INFORMATION									
R12	Coronavirus (COVID-19) (CV19) Lack of accurate information / a failure to disseminate information	Leadership (Trustees/Directors), Employees & Worshippers (including those considered at increased risk) Leadership (Trustees/Directors), Employees & Worshippers are not aware of the risks from CV19 and become infected due to lack of awareness of control measures.	1 - Monitoring. We have designated a CV19 Appointed Person. Responsibilities include: a) Signing up to relevant websites to receive timely updates. b) Monitoring relevant Websites and News outlets. 2 - Reporting. An internal and external risk communication plan has been developed to ensure timely updating/ sharing of information with all stakeholders (meetings, circulars, emails etc.).						

Part 2. Health & safety risk assessment - Briefing record

If the risk assessment is updated the briefing of the changes must be recorded.

[illegible]

Guidance Note – IMPORTANT: If you feel your health, safety or security is at risk at any time, you must stop work immediately and seek advice.