

Re-opening the WLBC Risk Assessment (Covid Specific) 17/09/20, Updated 2/06/2021

Controlled opening of the Centre for selected activities with predetermined participants, including Buddhist Study groups, bodywork and therapy room hire. The main space used for the purpose will be the Main Shrine Room, and the Studio. The Office will also be used with access to by the Centre Team only and in line with [Governmental Guidelines](#). The Centre will have volunteers present in addition to the Centre Team for prebooked voluntary activities. Maximum number of people in the Main Shrine Room will be 14 (12 + activity leader and volunteer), to enable 2 metre distancing, and 7 (6 + activity leader) for on a mat bodywork activities.

We are informed by the following Covid-19 Governmental Guidance, relevant to the WLBC designated as a Place of Worship and hosting other activities that will be taking place in the building, as well as operating as a Workplace:

- [UK Government Guidance for Places of Worship](#)
- [UK Government Guidance for Multi-purpose Community Facilities](#)
- [UK Government Guidance for Passengers on Safer Travel](#)
- [UK Government Guidance for Close Contact Services](#)
- [UK Government Guidelines for Providers of Grassroots Sport and Gym and Leisure Facilities](#)

The risk assessment below is examining the hazard of Coronavirus (Covid-19) and the risk of contributing to its spread.

No	What is the Hazard or Risk?	Who is at Risk and why?	Actions taken to minimise the risk	Responsibility for Action
1.	Virus transmission around entrance and exit area	Participants/ Clients Activity Leader and Team Volunteers WLBC Team	<ul style="list-style-type: none"> • Social distance markings on the floor outside the centre (2 metres) • Opening the doors 15 minutes before the start of the activity and having a member of Activity Team welcoming and guiding people in Covid-secure protocols • Managing entrance and exit times of groups, avoiding overlap between different groups • Therapist/ Team Leader/ Volunteer in charge of opening the door for the client/ volunteer/ participants at predetermined time • Marked one way system in operation around the centre with relevant signage • Signage reminding everyone to wash hands on entry and exit, and hand sanitiser provided • Cleaning of handles, entry/ exit button and sink taps in between activities 	PN Activity Leader delegating to Team Member Therapist PN Activity Leader delegating to Team Member/ Therapist

2.	Virus transmission through the air within the Centre	Participants/ Clients Activity Leader and Team Volunteers WLBC Team	<ul style="list-style-type: none"> • Mitigation through social distancing (2 metres), limiting the number of people in various rooms/ areas • Pre-booked access to the centre only – no drop-in facilities • Use of ventilation: vams on in the relevant areas and the whole building when activities are scheduled, use of lightwell doors for fresh air ventilation before and after activity in the Main Shrine Room and opening the door before and after to the Studio and Treatment Room • Signage around the building reminding of social distancing guidelines • Activity Leader and Team members wearing a visor or face covering, for teaching (either use of a visor or a screen, with a minimum distance of 2 metres observed) • Participants/ clients wearing face masks on entry to the building and keeping face masks on, with the following exceptions (yoga visitors once on a mat, therapy client once in the therapy designated area, participants once seated in tea serving areas) • Operation of a one-way system around the area, sign-posted (exception, use of the toilet on the ground floor for participants in activities on the same floor, one person visiting the toilet at the time) 	<p>PN (use of a booking system), Activity Leader SC/ PN/ Activity Leader PN, Activity Leader, Team Member</p> <p>PN</p> <p>Activity Leader, Team Member</p> <p>Participants</p> <p>PN, Activity Leader, Team Member</p>
3.	Virus transmission through surfaces	Participants/ Clients Activity Leader and Team Volunteers WLBC Team	<ul style="list-style-type: none"> • Signage reminding everyone to wash hands on entry and exit, and hand sanitiser provided, signage on washing hands in toilets • Hand sanitiser, soap, paper towels in place around the building, including toilets with foot-operated bins • Centre cleaned at the end of an event with particular attention to high-touch areas • Chairs, mats and cushions laid out and put away by activity team/volunteer (with sanitised hands) – and not reused for 72 hours after • Different toilets designated for different activities, to minimise cross—contamination, toilets cleaned before use by another group • Training of WLBC team, activity leaders and volunteers prior to opening/ activity • Payments/ donations encouraged electronically 	<p>PN</p> <p>PN</p> <p>Activity Leader, Team Member</p> <p>Team Member</p> <p>PN, Activity Leader</p> <p>PN, Activity Leader</p>

				Team Member, Volunteer
4.	Virus transmission due to exposure to a person with Covid	Participants/ Clients Activity Leader and Team Volunteers WLBC Team	<ul style="list-style-type: none"> • Participants to complete slips to support the NHS Track and Trace programme – these to be kept in secure place for a duration of 21 days after the event and then disposed of appropriately • Communication of guidelines to participants and team members to not attend if having Covid symptoms or testing positive 	PN, Participants, Activity Leader SC (bookings, website)