Covid 19 Risk Assessment for Parish Lunch

o You must not attend Parish Lunch, if you, or a member of your family or household
- Have / has tested positive for Covid in the 3 weeks prior to the lunch
- Are / is awaiting the results of a PCR test for Covid
- Are / is self-isolating
- Have / has felt or displayed any of the main recognised symptoms of Covid

	Who it applies to	Control measures	Person to check this is done	Tick when checked
Booking System	Applies to everyone diners and helpers	A register of all present to be maintained including names and contact numbers to be held for 3 weeks then destroyed	Laura Carter	
		Everyone must complete data protection consent form once.	Laura Carter	
Minimising risk of spread of airborne virus	Applies to everyone diners and helpers	Church doors to be open for ventilation.	Laura Carter	
		Check the one way system for entry and exit	Laura Carter	
		Remind masks worn when moving around and keep socially distanced	Laura Carter	
	Helpers	A maximum of 4 diners per table. Tables to be set out		

Minimising the risk of spread of airbourne virus (Cont)		2m apart NB sometimes better to have 3 per table Maximum number of diners 24	Louise Cooper	
	Servers	Wear masks when serving and collecting	Denise Smith	
	Kitchen	Only 2 people in the kitchen at one time	Louise Cooper	
Minimising the spread of virus through surfaces	Applies to everyone diners and helpers	Use hand sanitiser before entry to the bathroom Wipe toilet, handle and rim and tap with anti bac wipes after use Gel hands before returning to the table Do not share salt pepper etc	Inform all and check instructions are displayed Laura Carter	
	Helpers	Use hand sanitiser regularly. Wipe tables with anti bac when lunch is over.	Laura Carter	
Getting to and from lunch	People sharing cars	If you need a lift, contact your usual person and check they are comfortable to do this. Discuss sanitising your hands and car handles and wearing a mask in the car and keeping windows open.	Individual responsibilities	N/A