




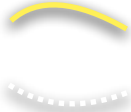



Risk Assessment for Heddington outdoor carol service

Risk	How managed	By whom
<b>Queuing</b>	Ask people to wear masks, encourage keeping of distance, allow 20 minutes for arrivals, mark 2m on road	
<b>Person to person spread of COVID by contact</b>	Put sports training cones at 4m distances. Each household/bubble goes straight to a cone and stays there during the service	
<b>Singing</b>	4m markers rather than 2m, outdoor, encourage people to sing quietly, music amplified, rows staggered to avoid being directly behind someone	
<b>Spread of COVID from speakers</b>	Everyone with a speaking role will be using a microphone, set to high sensitivity so that the person can keep 50cm from the microphone, and enough microphones that no two people are using the same microphone at the same time	
<b>Acting</b>	Create clearly marked areas for the different parts of the story. No speaking roles - just the narrator at the microphone. Ushers/parents to encourage their children to keep reasonable distances from each other	
<b>People moving from their place to speak from the microphone</b>	All those with speaking role to be on the grass field at 4m markers from start of service rather than with their families	
<b>People moving from their place to act out the nativity</b>	Where possible, have families with children at edges of marked areas, and create paths in the middle of the audience by placing markers 4m apart	
<b>Mingling at end</b>	Service leader to encourage people to leave via one-way system as soon as possible	
<b>Trip/fall hazard owing to low lighting</b>	Encourage people to bring torches. Use lanterns/strings of lighting to mark paths. Maximise use of areas without graves. Minimal movement once in position. People with restricted mobility to be given priority away from uneven ground.	
<b>Electrical risk for PA</b>	All plug sockets and exposed equipment to be in covered	

# Site plan

-  One way system
-  Main stage - crib, leader and choir
-  Stage - shepherds
-  Stage - kings
-  Cone marking one household (example only, spaced at least 4m apart - 4m marked by ends of arrows)
-  Route of power and microphone cables
-  Hand sanitiser and poster (hands, face, space)

