



Chingford Islamic Society Committee  
Chingford Masjid  
92 Chingford Mount Rd, London E4 9AA

# Covid-19 Risk Assessment

Masjid Re-Opening - 4th July 2020

Issue Date	Version Number	Carried out by
02/07/2020	1.0	<b>Chingford Islamic Society Committee</b>
<b>Live Document - subject to continual review</b>		

## The Risk Assessment Methodology

The primary objective of the risk assessment is to ensure the staff, volunteers' patrons and all users of the masjid are able to carry out congregational prayers in a safe environment. To ensure the risk of infection from Covid-19 is minimised, this assessment will outline mitigation measure, how and by whom they will be managed. This risk assessment is a live document and is subject to change, to ensure the risk is maintained at an acceptable level.

Although the Chingford Islamic Society (CIS) members, volunteers and staff will endeavour to ensure all reasonably practical measures are actioned and maintained, no methodology can provide 100% certainty. Therefore, all patrons attending the masjid do so at their own risk.

This risk assessment has been structured in the following format:

- **Hazard** – something that may cause harm (e.g. human activity like sneezing, design feature of building like trip hazard etc.)
- **People at Risk** – Staff, volunteers' patrons and all users of the masjid – this includes people queuing outside
- **Risk** – The probability, likelihood or chance of that hazard occurring (likelihood of people sneezing is high)
- **Mitigation or Control** – Measures enacted to reduce the risk of that hazard causing harm (e.g. implement mandatory face masks for all people entering the masjid)
- **Action Plan** – Responsible person designated to ensure mitigation measures are maintained and managed until further notice (e.g. dates to complete the action may also be included)
- **Continual review** – The risk assessment is a live document and is reviewed if the above elements change

## Revised Masjid capacity calculation in accordance with 1 metre social distancing guidelines

- (48 Total) 19 upstairs and 19 downstairs (10 on chairs in the downstairs main prayer area). Adhesive plastic sheets has been used to mark designated prayer areas (at 1 metre intervals) with each individual sector signed.

## Covid-19 Risk Assessment

### Hazards – Entry into the Masjid

#### People at Risk- All

#### Risk- High

**Control Measures-** Social distancing of 1 metre must be maintained at all times and all persons awaiting entry must wear a face mask. A one-way system will be in operation with entry through the main entrance and exit via the 2-side fire exits into the alley way. All person wishing to pray must bring their own prayer mat and bag for their shoes. CIS have the right to refuse entry to any person not adhering to these control measures. All entry and exit points will be supervised by briefed volunteers in Hi-Viz vests. During Jumah Namaz, a taped off cordoned area on the pavement will provide a queuing area to ensure public right of way throughout. Volunteers will call people from the que one at a time to ensure social distancing is maintained. Patrons will be refused entry on achieving capacity as stated above.

**Responsible Person-** Volunteers to brief all persons in the que with signage posted throughout reinforcing the rules for entry. CIS trustees will provide ongoing support to the volunteer and the queuing public.

**Actioned by** – Masjid sub-committee to provide all volunteers with Personal Protective Equipment (PPE), which will include a disposable face mask, re-usable gloves and hand sanitiser (gloves are to be sanitised before and after each use). Volunteers will be briefed on Friday 3<sup>rd</sup> July and subsequent briefing may take place on review

## **Hazards – Wadu & toilet facilities**

**People at Risk-** All

**Risk-** High

**Control Measures-** 1 toilets and 1 Wadu tap will be made available in case of extreme emergency and can be used upon request only. The Kitchen will be closed and all doors that lead from the main entrance through the wash area and into the main prayer areas will be secured open.

**Responsible Person-** Volunteers, CIS trustees will supervise throughout the period, the masjid is in operation

**Actioned by –** Masjid sub-committee to provide all volunteers with Personal Protective Equipment (PPE), which will include a disposable face mask, re-usable gloves and hand sanitiser (gloves are to sanitised before and after each use). Volunteers will be briefed on Friday 3<sup>rd</sup> July and subsequent briefing may take place on review

## **Hazards – Human Contact Surfaces including door handles**

**People at Risk-** All

**Risk-** High

**Control Measures-** The masjid will be deep cleaned and sanitised before opening, with surfaces cleaned before and after each salat. All person wishing to pray will bring their own praying mat to ensure contact with the floor is limited. All books, tasbih's, shoe racks and all storage will be secured with plastic sheets and will not be available for use until further notice. PHE approved 70% alcohol-based hand sanitiser will be available for use by all persons entering and exiting the masjid. Personal bags for shoes will ensure no common area for shoe storage.

**Responsible Person-** Volunteers and CIS trustees will supervise throughout the period, the masjid is in operation

**Actioned by –** Masjid sub-committee to provide all volunteers with Personal Protective Equipment (PPE), which will include a disposable face mask, re-usable gloves and hand sanitiser (gloves are to sanitised before and after each use). Volunteers will be briefed on Friday 3<sup>rd</sup> July and subsequent briefing may take place on review

## **Hazards - Congregational Activity Salaah in Jamaat**

**People at Risk-** All in the prayer halls

**Risk-** High

**Control Measures-** Worshippers will be using their own prayer mats, which will be placed in designated spaces, separated at 1 metre intervals, to ensure social distancing throughout. Face masks will be worn by all throughout. Shaking of hands or any personal contact will be discouraged and the message reinforced by the Imaam. Door will be locked 5 mins before Salaah starts or once capacity is reached.

**Responsible Person-** Volunteers, CIS trustees & Imaam will supervise throughout the period, the masjid is in operation

**Actioned by –** Masjid sub-committee to provide all volunteers with Personal Protective Equipment (PPE), which will include a disposable face mask, re-usable gloves and hand sanitiser (gloves are to sanitised before and after each use). Volunteers will be briefed on Friday 3<sup>rd</sup> July and subsequent briefing may take place on review

## **Hazards – Air Conditioning System**

**People at Risk-** All

**Risk-** High

**Control Measures-** At present the A/C has not been switched on, but will be serviced and cleaned before operation is considered. Ensure the system is disabled until works are complete

**Responsible Person-** CIS Committee

**Actioned by –** CIS Committee to appoint a competent A/C engineer to carry out service and clean

## **Hazards – Exiting from the Masjid after prayer**

**People at Risk-** All in the prayer halls

**Risk-** High

**Control Measures-** The 2 side fire exits have been designated as final exits during the period, a one-way system will be in operation and continually marshalled by briefed volunteers. Both fire exits require a step up and step down to complete final exit into the adjacent alley way. To mitigate any trip hazards, hazard tape has been affixed to highlight the steps and volunteers have been briefed to ensure people take care while exiting. Sunnah and nafl will be allowed after Fard namaz, as this will regulate the flow and prevent bottlenecks at the exit. Volunteers have been made aware to be mindful of occasional vehicles that use that alley way and close the exits until the vehicle has passed. All person exiting from the masjid will be advised to vacate the area and not congregate.

**Responsible Person-** Volunteers, CIS trustees & Imaam will supervise throughout the period, the masjid is in operation

**Actioned by -** Masjid sub-committee to provide all volunteers with Personal Protective Equipment (PPE), which will include a disposable face mask, re-usable gloves and hand sanitiser (gloves are to be sanitised before and after each use). Volunteers will be briefed on Friday 3<sup>rd</sup> July and subsequent briefing may take place on review

## **Hazards – Entry to Vulnerable persons**

**People at Risk-** ALL

**Risk-** High

**Control Measures-** Allowed entry but advised at own risk (Signage & Volunteers). Worshippers will be using their own prayer mats, which will be placed in designated spaces, separated at 1 metre intervals, to ensure social distancing throughout. Face masks will be worn by all throughout. Shaking of hands or any personal contact will be discouraged and the message reinforced by the Imaam

**Responsible Person-** Volunteers, CIS trustees & Imaam will supervise throughout the period, the masjid is in operation

**Actioned by -** Masjid sub-committee to provide all volunteers with Personal Protective Equipment (PPE), which will include a disposable face mask, re-usable gloves and hand sanitiser (gloves are to be sanitised before and after each use). Volunteers will be briefed on Friday 3<sup>rd</sup> July and subsequent briefing may take place on review

## **Hazards – Entry to Children under 13**

**People at Risk-** All

**Risk-** High

**Control Measures-** Children under the age of 13 will not be allowed entry. Worshippers will be using their own prayer mats, which will be placed in designated spaces, separated at 1 metre intervals, to ensure social distancing throughout. Face masks will be worn by all throughout. Shaking of hands or any personal contact will be discouraged and the message reinforced by the Imaam

**Responsible Person-** Volunteers, CIS trustees & Imaam will supervise throughout the period, the masjid is in operation

**Actioned by -** Masjid sub-committee to provide all volunteers with Personal Protective Equipment (PPE), which will include a disposable face mask, re-usable gloves and hand sanitiser (gloves are to be sanitised before and after each use). Volunteers will be briefed on Friday 3<sup>rd</sup> July and subsequent briefing may take place on review

## **Hazards – Food**

**People at Risk-** All

**Risk-** High

**Control Measures-** No food or drink will be allowed in the masjid under any circumstances

**Responsible Person-** Volunteers, CIS trustees & Imaam will supervise throughout the period, the masjid is in operation

**Actioned by -** Masjid sub-committee to provide all volunteers with Personal Protective Equipment (PPE), which will include a disposable face mask, re-usable gloves and hand sanitiser (gloves are to be sanitised before and after each use). Volunteers will be briefed on Friday 3<sup>rd</sup> July and subsequent briefing may take place on review

## **Hazards – People with Covid-19 Symptoms**

**People at Risk-** All

**Risk-** High

**Control Measures-** Will be challenged and refused entry, also reminded that they must self-isolate in accordance with government guidelines

**Responsible Person-** Volunteers, CIS trustees & Imaam will supervise throughout the period, the masjid is in operation

**Actioned by -** Masjid sub-committee to provide all volunteers with Personal Protective Equipment (PPE), which will include a disposable face mask, re-usable gloves and hand sanitiser (gloves are to be sanitised before and after each use). Volunteers will be briefed on Friday 3<sup>rd</sup> July and subsequent briefing may take place on review

## **Hazards – Cooling Fans**

**People at Risk-** All

**Risk-** High

**Control Measures-** Fans have all been cleaned and controls surface will be cleaned if used

**Responsible Person-** Volunteers, CIS trustees & Imaam will supervise throughout the period, the masjid is in operation

**Actioned by -** Masjid sub-committee to provide all volunteers with Personal Protective Equipment (PPE), which will include a disposable face mask, re-usable gloves and hand sanitiser (gloves are to be sanitised before and after each use). Volunteers will be briefed on Friday 3<sup>rd</sup> July and subsequent briefing may take place on review

## **Hazards – Staff & Volunteer Safety**

**People at Risk-** Staff & Volunteer

**Risk-** High

**Control Measures-** Anti-social or violent behaviour will not be tolerated and may result in Police action

**Responsible Person-** Volunteers, CIS trustees & Imaam will supervise throughout the period, the masjid is in operation

**Actioned by -** Masjid sub-committee to provide all volunteers with Personal Protective Equipment (PPE), which will include a disposable face mask, re-usable gloves and hand sanitiser (gloves are to be sanitised before and after each use). Volunteers will be briefed on Friday 3<sup>rd</sup> July and subsequent briefing may take place on review

## **Hazards – Jumah Namaz – Expected busy period**

**People at Risk-** All

**Risk-** High

**Control Measures-** Worshippers will be using their own prayer mats, which will be placed in designated spaces, separated at 1 metre intervals, to ensure social distancing throughout. Face masks will be worn by all throughout. Shaking of hands or any personal contact will be discouraged and the messages reinforced by the Imaam. Door will be locked 5 mins before Salaah starts or once capacity is reached. During Jumah Namaz, a taped off cordoned area on the pavement will provide a queuing area to ensure public right of way throughout. Volunteers will call people from the queue one at a time until capacity is reached. Volunteer number will be increased during these times to ensure adequate supervision of patrons.

**Responsible Person-** Volunteers, CIS trustees & Imaam will supervise throughout the period, the masjid is in operation

**Actioned by -** Masjid sub-committee to provide all volunteers with Personal Protective Equipment (PPE), which will include a disposable face mask, re-usable gloves and hand sanitiser (gloves are to be sanitised before and after each use). Volunteers will be briefed on Friday 3<sup>rd</sup> July and subsequent briefing may take place on review

**This Risk assessment will be sent to all trustees and posted in the masjid to ensure The Chingford Islamic Society complies with current guidance and legislation. The Local authority may conduct an inspection as the enforcing authority and this risk assessment may be audited on demand.**